PHP Pro Bid v6.0

User Manual & Administration Guide

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Installation Instructions

Installing PHP Pro Bid v6 requires the following facilities:

- Read/Write access to web hosting file space
- Ability to create and configure a database
- Web browser to run installation script

You will not need to edit any files by hand but will need to be able to delete and modify permissions on individual files and directories.

System Requirements

Your web server must meet these minimum requirements for a PHP Pro Bid installation:

- 10MB web space
- Apache web server
- GD compiled
- PHP 4+
- 1 x MySQL database

If you are not sure if your web hosting meets these requirements, please contact your web hosting provider to clarify this.

Step 1: Upload & Unzip Files

1. Upload the file **phpprobid_zend_files.zip** to your web hosting file space.
2. Unzip the **phpprobid_zend_files.zip** file into a directory of your choice.
3. Modify the permissions on the **includes** folder to be 777.
4. In the **includes** folder, delete the file config.php (if it exists).
5. Set **/cache** to 777
6. Set **/uplimg** to 777
7. Set **online_users.txt** to 777
8. Set the contents of **/language/english** to 777
9. Set **/images/probidlogo.gif** to 777

Step 2: Configure Your Database

You need to create a database and user for the PHP Pro Bid software. The database should have no tables in it.

This is normally done using your server's control panel software - the instructions below assume the use of the popular cPanel control panel but the process will be very similar in most other cases.

1. Create a new MySQL database for PHP Pro Bid to use.

2. Create a suitable user for this database (you can use an existing user if you wish).

3. Grant **ALL** privileges to this user for your new database.

4. If you need to connect to your database from external hosts, configure your database hosting to allow this.

Step 3: Run The PHP Pro Bid v6.0 Installation Script

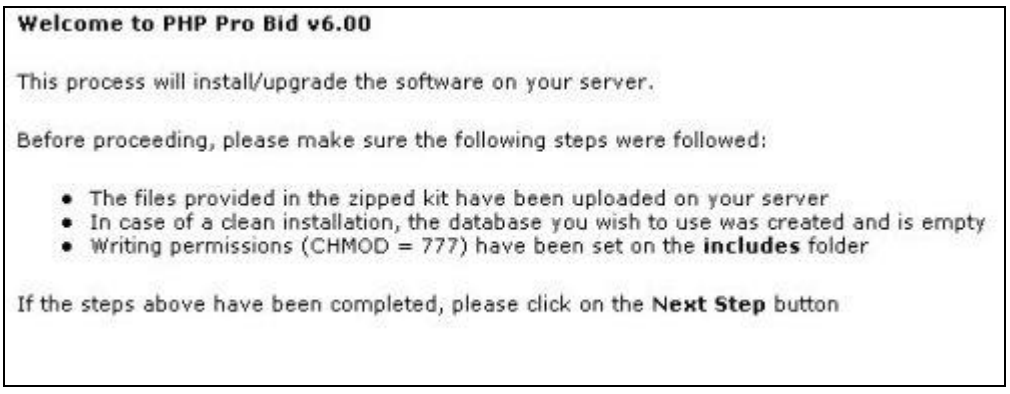
The installation and database configuration required for PHP Pro Bid v6.0 is almost completely automated. These instructions will take you through the steps required to run the installation script.

1. To begin the installation process, open a new web browser windows and go to the following URL:

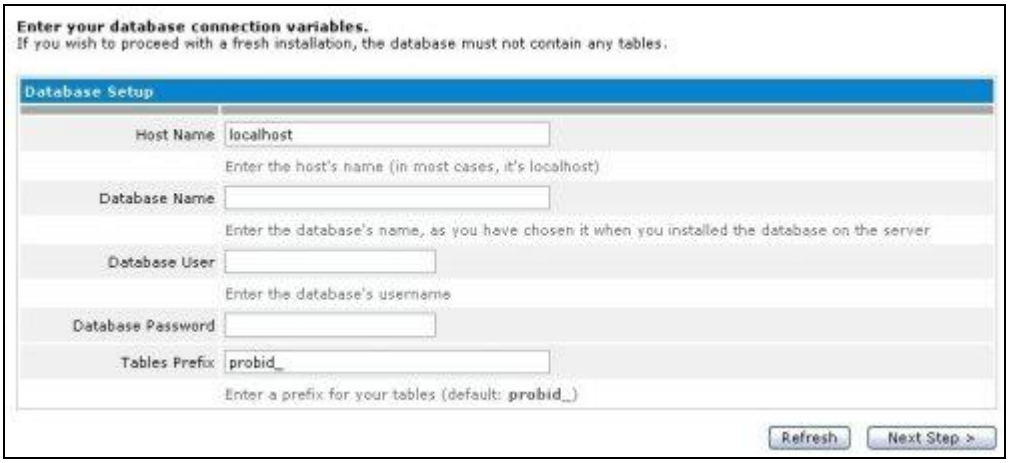
   http://www.yourservername.com/v600/install/install.php

   (Replace yourservername.com with the address of your web server and include any folder names necessary)

2. You will be prompted to confirm that you have setup the database and file permissions correctly. Click **Next Step** to continue:


Welcome to PHP Pro Bid v6.00
This process will install/upgrade the software on your server.
Before proceeding, please make sure the following steps were followed:
The files provided in the zipped kit have been uploaded on your server
In case of a clean installation, the database you wish to use was created and is empty
Writing permissions (CHMOD = 777) have been set on the includes folder
If the steps above have been completed, please click on the Next Step button

3. Enter the connection details required for your database:


Enter your database connection variables.
If you wish to proceed with a fresh installation, the database must not contain any tables.
Database Setup
Host Name
localhost
Enter the host's name (in most cases, it's localhost)
Database Name
Enter the database's name, as you have chosen it when you installed the database on the server
Database User
Enter the database's username
Database Password
Tables Prefix
probid_
Enter a prefix for your tables (default: probid_)
Refresh
Next Step >

Note: The database username and password need to be in this format:

hostinguser_databasename (not just **databasename)**

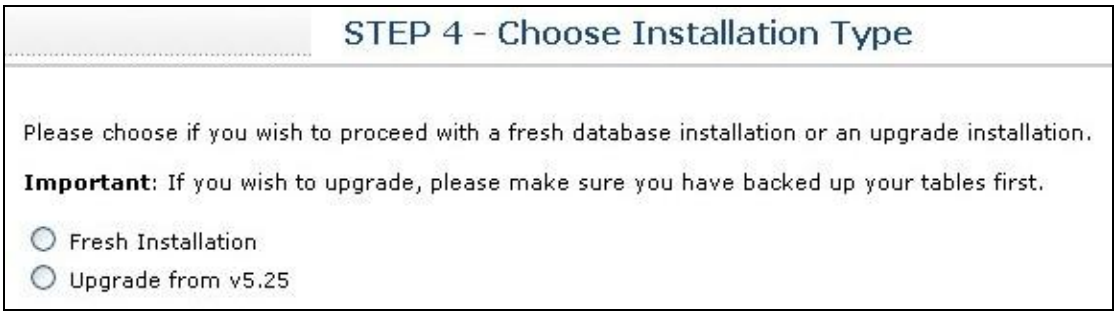
Click **Next Step** to continue.

4. You should now see a screen confirming that the database configuration was completed successfully:

The configuration file was created successfully.
The connection to the database server was established successfully.
The database [redacted]_testbid was selected successfully.

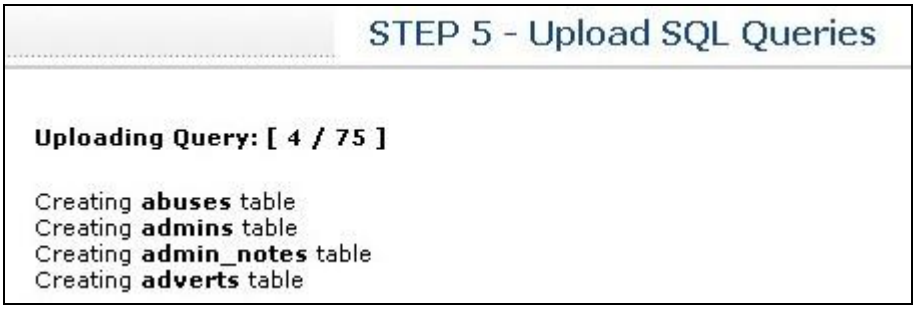
Click **Next Step** to continue.

5. You now need to choose your installation type:


STEP 4 - Choose Installation Type
Please choose if you wish to proceed with a fresh database installation or an upgrade installation.
Important: If you wish to upgrade, please make sure you have backed up your tables first.
Fresh Installation
Upgrade from v5.25

Select the appropriate option and click **Next Step** to continue.

6. The **install.php** script will now run automatically, populating and configuring the database:


STEP 5 - Upload SQL Queries
Uploading Query: [4 / 75]
Creating abuses table
Creating admins table
Creating admin_notes table
Creating adverts table

Once the script has completed running, you should see that all queries have been uploaded. Click **Next Step** to continue.

7. You will now be prompted to enter the following details for your site:
   a. Site Name (displayed in the title bar)
   b. Site URL (ensure the URL is in the correct format)
   c. Admin email address
   d. Admin username
   e. Admin password

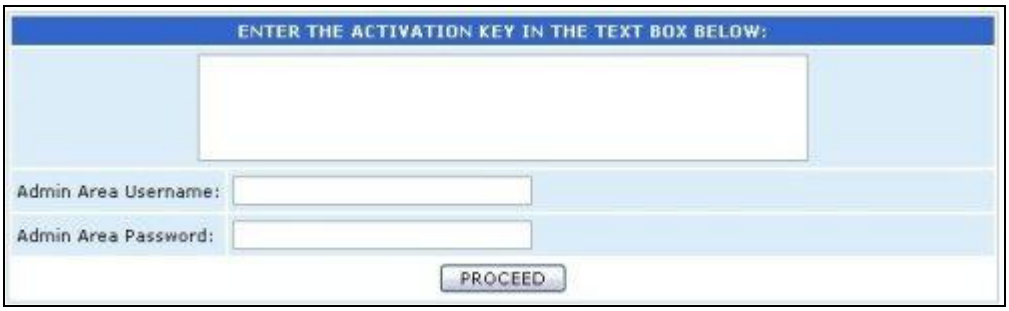
Enter your site's settings.
Site Settings
Site Name
Enter your site's name (eg. PHP Pro Bid)
Site URL
http://
Enter your site's URL (eg. http://www.phpprobid.com/)
NOTE: You must enter the "http://" statement before your address, and a slash at the end of the address;
for eg www.phpprobid.com is invalid!
Correct Value: http://www.phpprobid.com/
Admin Email
Enter your admin email (eg. admin@phpprobid.com)
NOTE: This email will be used by the script to send emails, so all your users will reply to this email
Default Admin User Setup
Username
Enter the default username to access the site's admin area
Password
Enter the password for the default admin user
Next Step >

Click **Next Step** to continue when you have entered all the information.

8. You will now see a message confirming that you have successfully completed the installation:

Click **Next Step** to finish the installation process.

9. You now need to enter your activation key:



If you do not already have this information, login to the client area of the main PHP Pro Bid website at:

http://www.phpprobid.com/client/

You will then be able to generate an activation key for your installation by following the instructions on the screen.

User Guide

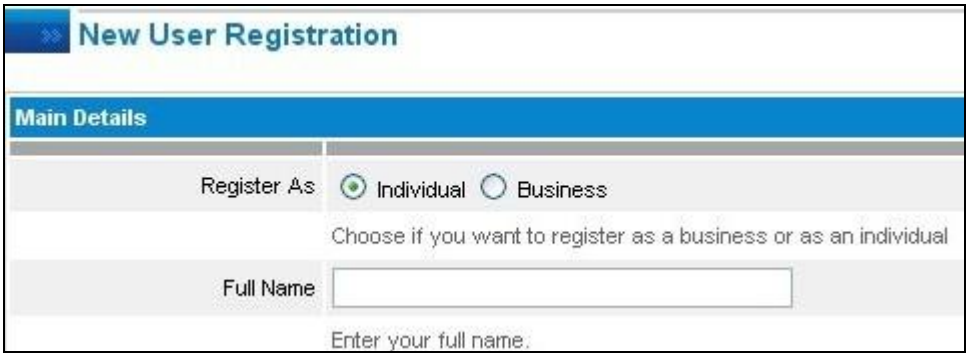
This section of the manual covers the functionality of the user interface of the PHP Pro Bid v6.0 auction software.

User Registration

Registering to use PHP Pro Bid v6.0 is very quick and simple, and uses an email confirmation process to avoid fraudulent or spam sign-ups.

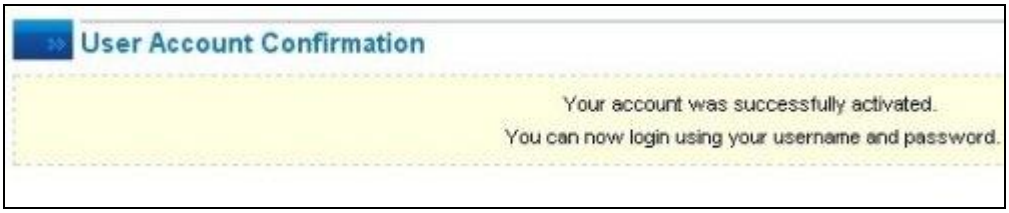
1. Start by going to the home page of your auction site and clicking on the register link on the navigation bar:

2. Enter your details into the registration form (**note**: Date of birth must be entered in the format DDMMYY, with no other characters):



3. Click on the **Register** button and the bottom of the form to complete your registration. You will now be sent a confirmation email.

4. Check your email for the PHP Pro Bid confirmation email. When you receive this, click on the link it contains to complete the registration process:


User Account Confirmation
Your account was successfully activated.
You can now login using your username and password.

5. You can now login to your PHP Pro Bid v6.0 auction site and begin buying and selling auction items:

Introduction To Members' Area

After logging in, you will be taken to the Members' Area. This gives you access to all of the main functionality of the auction system and to a list of item categories, showing you how many items are for sale in each one:

The main areas of functionality in the members' area are:

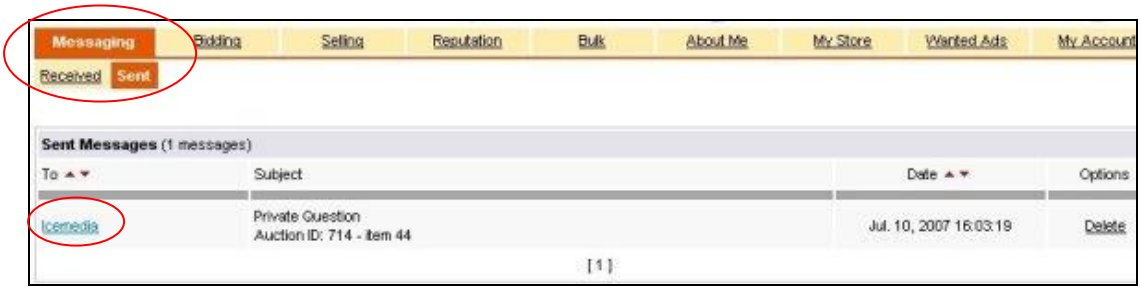
- **Messaging** - send and receive private messages about auction items
- **Bidding** - this section gives you an overview of your current auction activity:
    - Current Bids
    - Won Items
    - Invoices Received
    - Watched Items

    - Favourite Stores

- **Selling** - Manage your selling activities
- **Reputation** - view the feedback you have given and received for each item you have bought and sold
- **Bulk** - access PHP Pro Bid's bulk listing software. This enables you to prepare multiple listings offline before uploading them all at once
- **About Me** - create your own "About Me" page, to enable other members to find out a little more about you and your interests
- **My Store** - setup and configure your own "stores" - a private shop where only your items are listed
- **Wanted Ads** - view your current and closed Wanted Ads and create new Wanted Ads
- **My Account** - view and modify your account details and carry out other administrative tasks

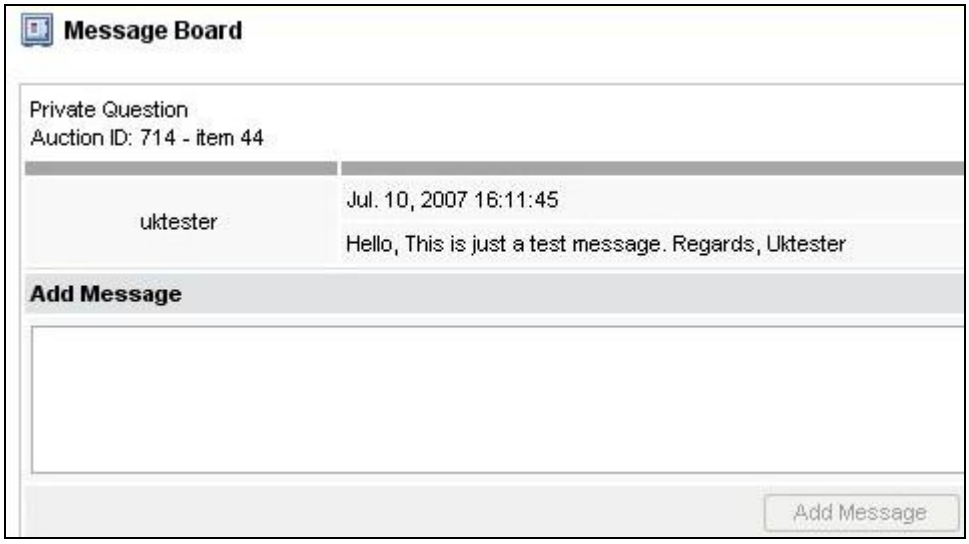
Messaging

The messaging section of the Members' Area allows you to read, delete and reply to all the messages you have sent and received:

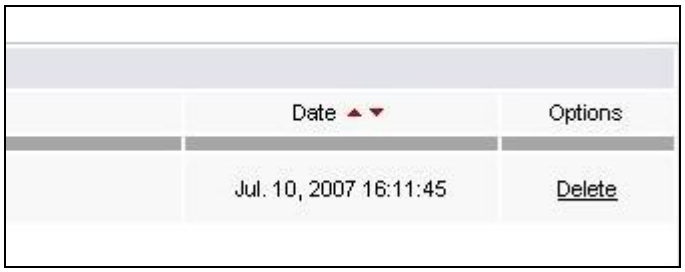


Click on **Received** or **Sent** to see a list of your messages.

To read a message, simply click on the "To" or "From" user id and the message will load for you:



To delete a message, click on the **Delete** link to the side of the message you want to delete:



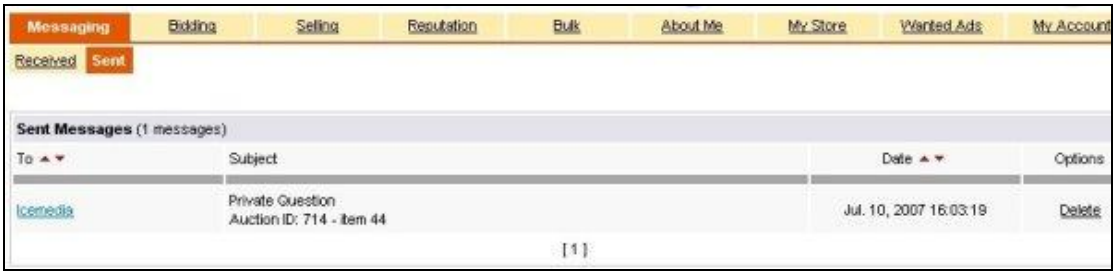
Sending Messages

You can send private and public messages to sellers from all item listings.

1. Scroll down the listing until you find the **Ask Seller A Question** section:

2. Type in the question you would like to ask the seller, and select whether you want it to be private or public (visible to other users):

3. Click **Submit** to send the message. You can see all of your sent and received messages in your Members' Area, under **Messaging**:



Bidding

The Bidding section provides you with an overview of all the items you have bid on lists items you have won, outstanding invoices and items you are watching.

The Bidding section also provides access to your Favourite Stores list.

Managing & Placing Bids

At the heart of your auction experience is bidding on items you'd like to buy. PHP Pro Bid allows you to purchase items in several ways:

- Standard bidding
- Proxy Bidding
- Make an Offer
- Buy Out

You can see detailed examples for each type of bidding option below.

Standard & Proxy Bidding

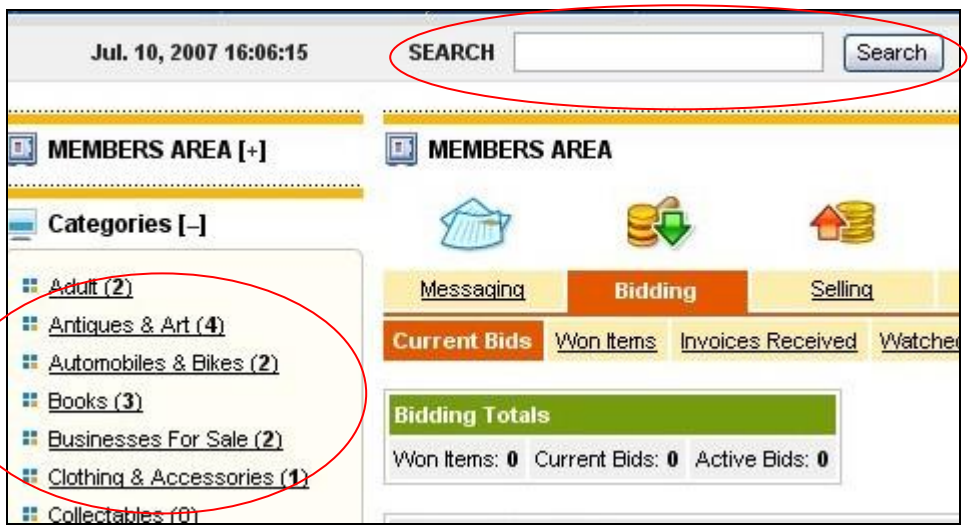
Standard bidding is the most common way to bid on an item, and is exactly the same as the process used in real-world auction rooms. You bid the minimum amount needed to outbid the current high bidder.

A **Proxy bid** means that you bid an amount that is higher than necessary. The auction software will raise your actual bid to the minimum necessary, but will remember your maximum.

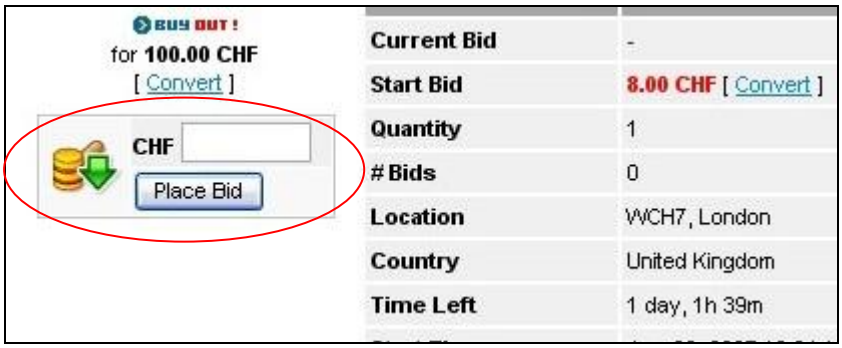
If someone else comes along and tries to outbid you, the auction software will automatically place additional bids on your behalf up to the value of your proxy bid. This means you can stay on top of the bidding without having to be near a computer.

Here's how you do it:

1. Find the item you'd like to bid on - either by browsing the categories down the left of your screen, or by using the search box just below the navigation bar:

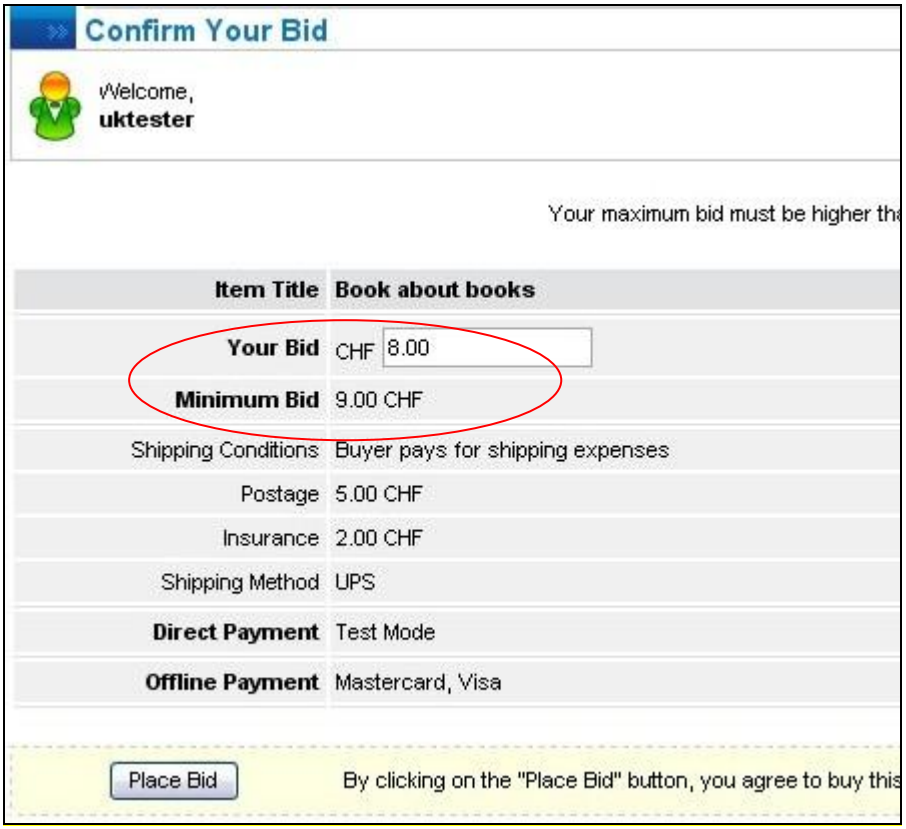


2. To place a bid, enter your chosen amount into the "Place Bid" field in the item listing:



Click the **Place Bid** button to continue.

3. The bid confirmation screen will display the minimum bid needed (**standard bid**) and will allow you to adjust your bid accordingly:



a. If you wish to place a standard bid, adjust your bid to match the **Minimum Bid** value shown

b. If you wish to place a proxy bid, enter your maximum bid into the **Your Bid** field

4. You will now see confirmation that you are the high bidder or a message telling you that you have been outbid, or that you bid is below the reserve price.

   You can place as many bids as you want on an item.

Making An Offer

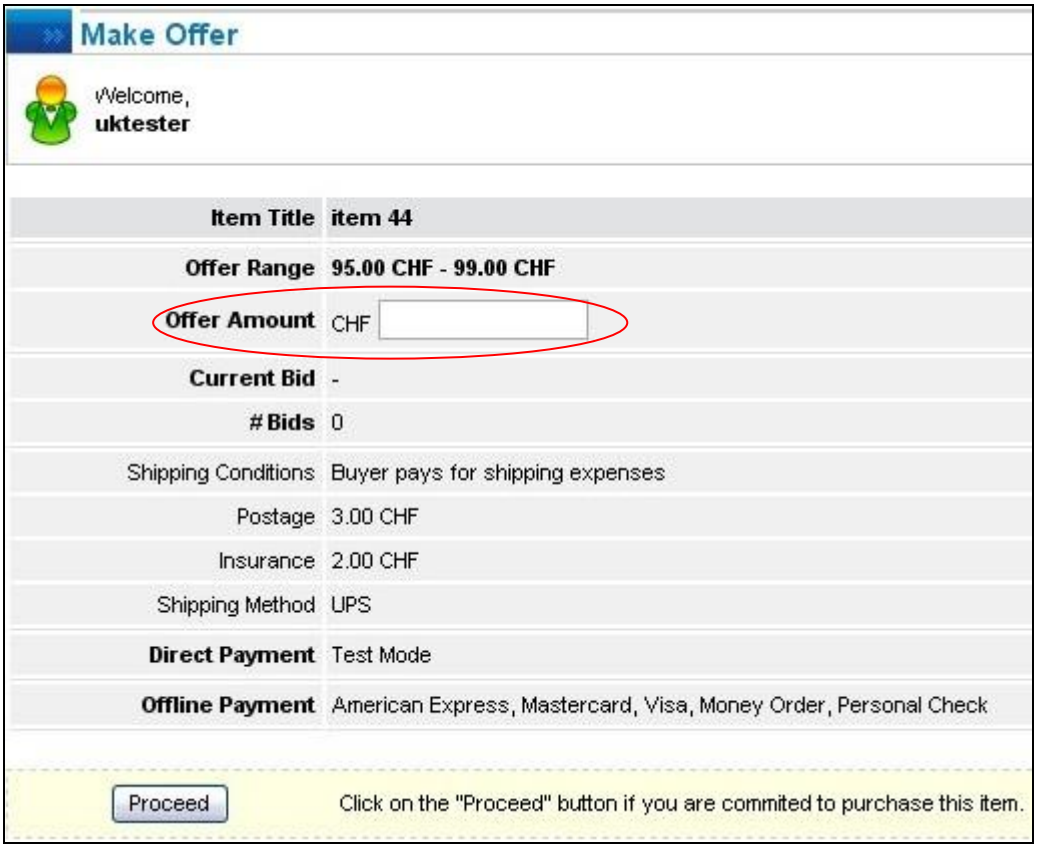
Some sellers allow potential buyers to make an offer to buy their items, to avoid having to wait for the auction to finish.

If a seller is open to offers, you will see a logo like this in the item listing:

The **Make Offer** section of the listing also contains information about the price range in which offers can be made.

1. If you would like to make an offer, click on the icon.

2. On the **Make Offer** page, enter the amount you would like to offer *(Remember - your offer must be in the price range specified):*



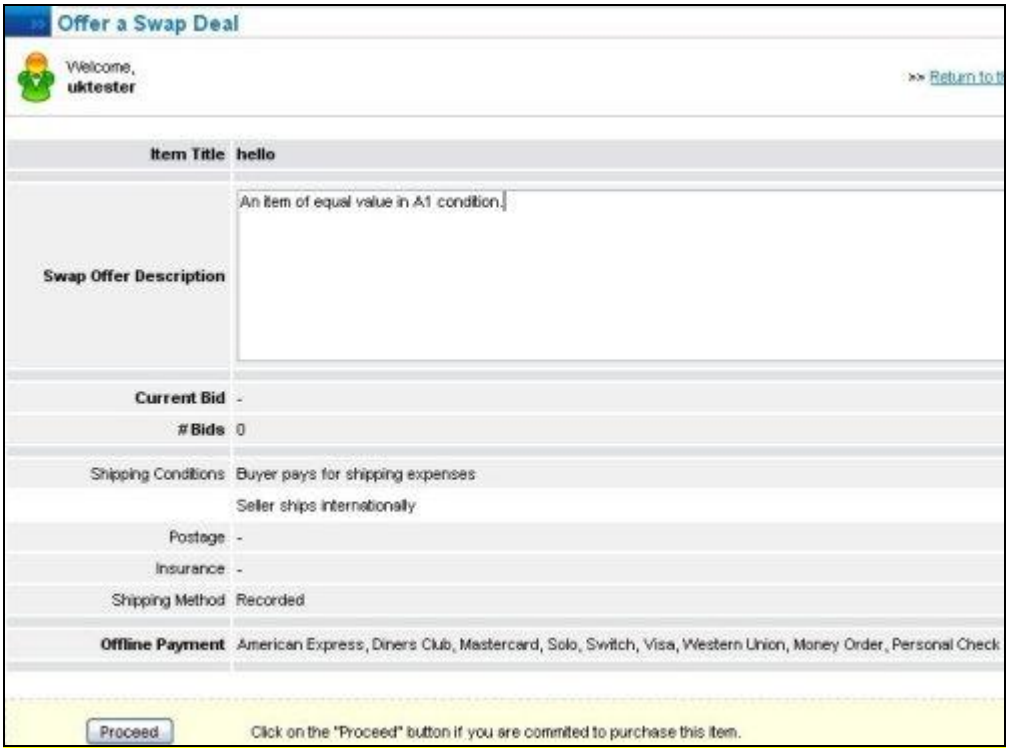
3. Click **Proceed** to continue and your offer will be confirmed and submitted to the seller.

Swap Offers

Instead of monetary offers, some sellers will accept **Swap Offers** - offers of an item of appropriate value in exchange for the item being sold. The swap offer process works in a very similar way to the standard **Make Offer** process.

1. If the seller of the item you are interested in accepts **Swap Offers**, you will see an entry like this in the item listing:

2. Click on the **Make An Offer** link and enter a description of the swap you are proposing:



3. Click **Proceed** and you will see a confirmation message confirming that your swap offer has been passed to the seller.

Buy Out (Buy Now)

Some sellers allow items to be purchased instantly at a fixed price, regardless of any auction bidding that has taken place. This feature is called **Buy Out**.

You will see this logo BUY OUT! in item listings offering the **Buy Out** facility.

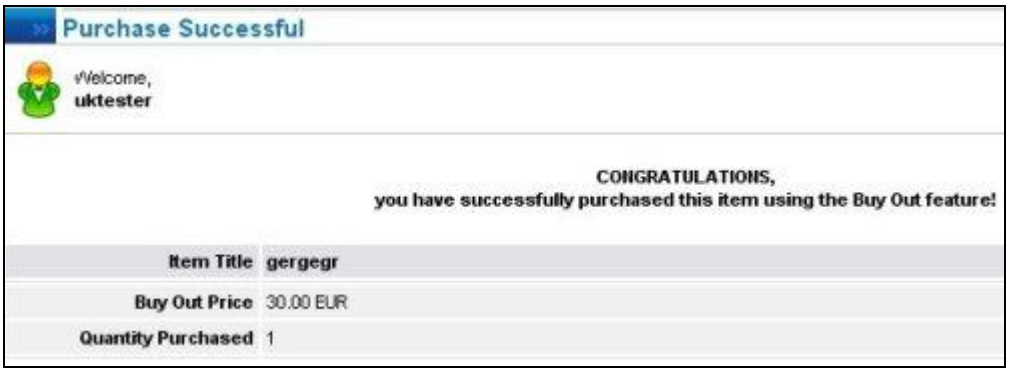
The **Buy Out** price will be stated directly below the Buy Out logo.

1. To purchase an item with **Buy Out**, click on the **Buy Out** logo:

2. You will be taken to a confirmation page showing the **Buy Out** price, postage costs and payment methods for the item:

Click **Proceed** if you are happy to continue.

3. Your purchase will now be confirmed and you will be able to pay the seller's invoice:

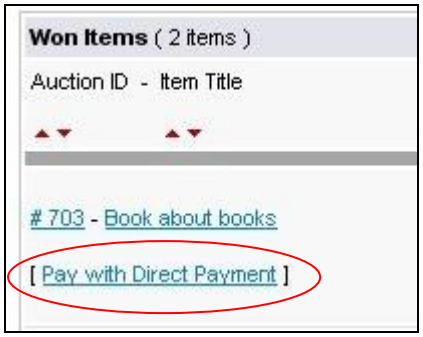


Won Items

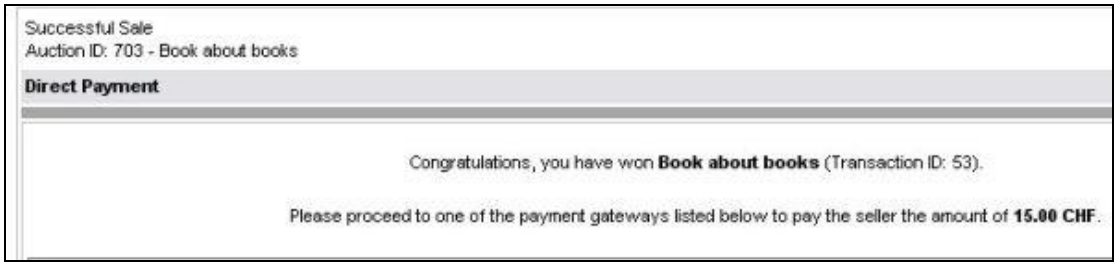
The **Won Items** section allows you to see all of your recent purchases and bids at a glance:

Recently-purchased items are then individually listed with their payment status:

When you are ready to pay for the item, simply click on **Pay With Direct Payment:**



This will take you to a payment screen enabling you to choose you preferred payment method and make an instant payment for your item:


Successful Sale
Auction ID: 703 - Book about books
Direct Payment
Congratulations, you have won Book about books (Transaction ID: 53).
Please proceed to one of the payment gateways listed below to pay the seller the amount of 15.00 CHF.

Once you have completed the payment, the payment status for the item will be updated in the **Won Items** table - for example:

Invoices Received

The Bidding section of the Members' Area also allows buyers to see all of their current invoices:

Watched Items

If you would like to track the progress of an auction without bidding on it, you can choose to watch the item.

1. In every item listing, you will see a **Watch This Item** link - like this:

To add an item to your Watched Items list, simply click on this link:

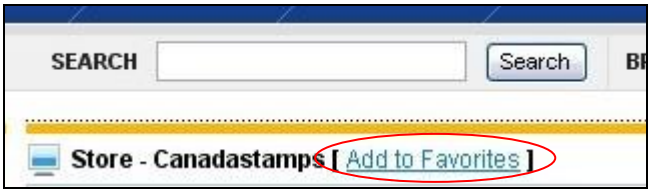
2. To view your Watched Items list, go to the **Watched Items** section of the Members' Area:

Favourite Stores

PHP Pro Bid allows users to operate their own stores within the auction site. Selecting a store as a favourite allows you quick and easy access to it directly from your Members' Area, without having to search for it.

1. To access a complete list of stores or to search the store directory, click on the stores link in the navigation bar:

2. At the top of each store's home page, there is an **Add To Favourites** link. Click this to add this store to your Favourite Stores:



To see a list of all of your favourite stores, go to Members' Area / Bidding / Favourite Stores:

Selling

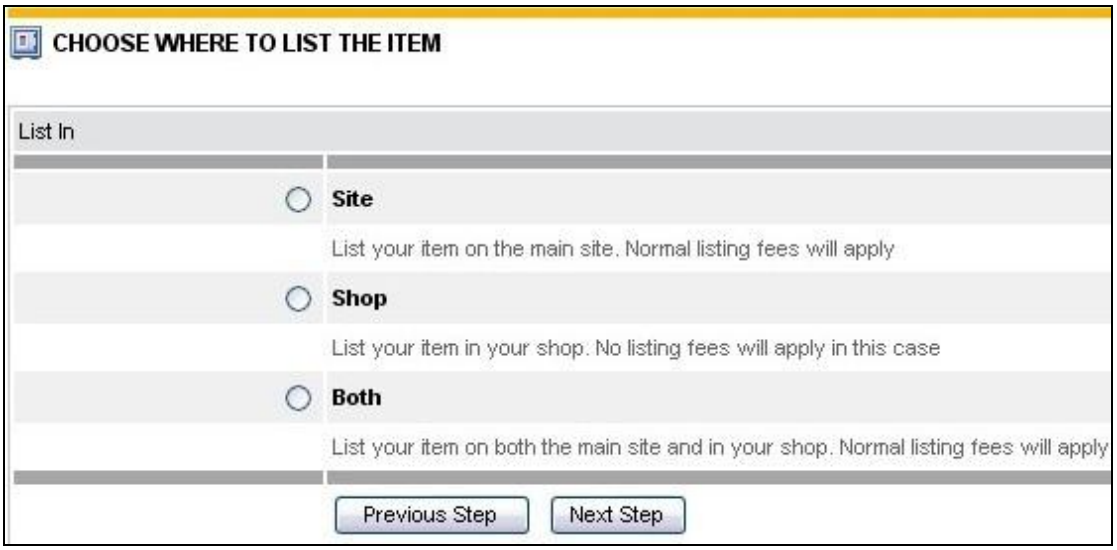
Listing An Item For Sale

Here's a step-by-step guide to listing an item for sale by auction, offer or buy out. Most steps are the same for all types of listing.

1. Start by clicking on the **Sell** link on the main navigation bar:

2. Choose whether you would like the item listed on the main auction site, in your shop only (if you have one) or in both locations.

   Note that shop-only items will only be visible to visitors to your store.

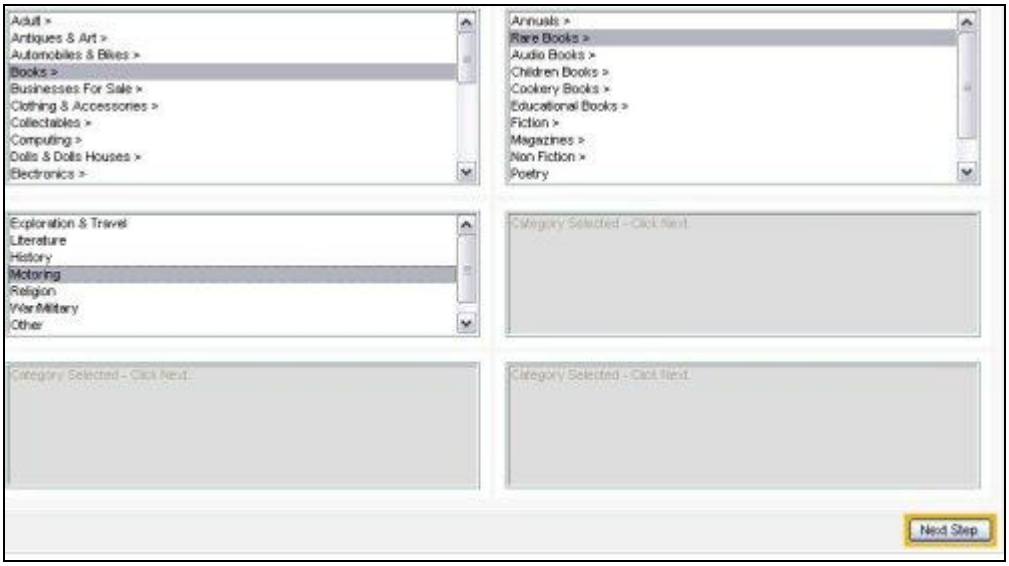

CHOOSE WHERE TO LIST THE ITEM
List In
Site
List your item on the main site. Normal listing fees will apply
Shop
List your item in your shop. No listing fees will apply in this case
Both
List your item on both the main site and in your shop. Normal listing fees will apply
Previous Step
Next Step

3. Choose a main category for your item. The active category list is indicated by an orange border - each time you select a category, a list

of appropriate sub-categories will be displayed until no further detail is possible.

Simply click on a category to select it:

Once the category has been finalised, the **Next Step** button will be highlighted:



4. You may select an additional category for your item if you wish. Some items fit naturally into more than one category, and having an additional category can help more users find your item.

5. You now need to specify the **Item Details.** Once you have done this, click **Next Step** to continue:

Field Name	Description
Choose Listing Type	In most circumstances a **full listing** is more suitable. If you find that many of the options you

	are offered are not relevant, try a **quick listing**.
Item Title	Enter a title for your item. This will be displayed in category listings and search results.
Description	Enter a description of your item. Generally, the more detail you can provide, the better.
Main Category	This confirms your choice of main listing category.
Additional Category	This confirms your choice of additional listing category (if any).
Voucher Settings	Include any voucher codes you may have in this field. Otherwise it should be left blank.

6. The next stage is to configure the settings for your item:

Field Name	Description
Auction Type	Choose between standard (listing one item) and Dutch (listing multiple, identical items)
Currency	Choose the currency you wish to use
Quantity	Specify how many items you are selling
Auction Starts At	Specify the starting bid for your auction
Enable Reserve	If you would like a reserve price, check this box. A reserve price prevents an item selling below a certain price, regardless of how much the final bid is for.
Reserve Price	Enter the reserve price if applicable
Buy Out price	A Buy Out price enables bidders to buy your item instantly - without having to wait for the auction to end.
Offer Range	If you are willing to accept offers for your item, specify the price range you are prepared to consider.
Bid Increment	This controls how much more each bid is than the previous bid. In most circumstances the default choice will be suitable.
Item Featuring	This allows you to promote your item more widely - choose any combination of featuring you would like.
Start Time	Allows you to choose to start your auction now, or at a later time.
End Time	Choose the duration of your auction - from a standard range of options or by specifying a specific future date.
Private Auction	If you would like to hide user ids of bidders from other users, select a private auction. Bidders' user ids will still be visible to you, the seller.
Accept Swap Offers	Indicate whether you are prepared to swap your item for a suitable alternative.
Member of Group	If you are a member of a listed group, select it

	here. If not, disregard this section.
Item Condition	Use the drop-down menu to specify the condition of your item. Add any specific comments into the text field above.
Images	Upload up to three images of the item you are listing. Files can be uploaded from your computer or from another website.
Media	Upload a video file of your item. Files can be uploaded from your computer or from another website.
Auto Relist	Enable the automatic relisting of your item. You can choose to have it relisted only in the case it does not sell and can specify how many times it will be automatically relisted.
Location	Confirm the location details of your item. By default, this will be set to be the same location your user is registered at.

7. The next step is to specify shipping and payment details for your item.

    a. **Shipping & Payment Details**

    Specify whether the buyer or seller should pay for postage.

    Specify the postage and insurance costs.

    Indicate whether you will post the item overseas.

    b. **Direct Payment**

    Check the box next to each of the direct payment methods that you will accept.

    c. **Offline Payment**

    Check the box next to each of the offline payment methods that you will accept. Note that you, the buyer, should be equipped to handle these payment methods yourself.

8. Preview your listing - see how it will look to buyers and make any changes necessary using the **Previous Step** button.

    You can also choose to **Save As Draft** - this will save your listing and allow you to return to it later.

    If you are happy with the listing, press the **List** button to publish the listing. You will then see a message confirming that it has been accepted and informing you of the fee for the listing:

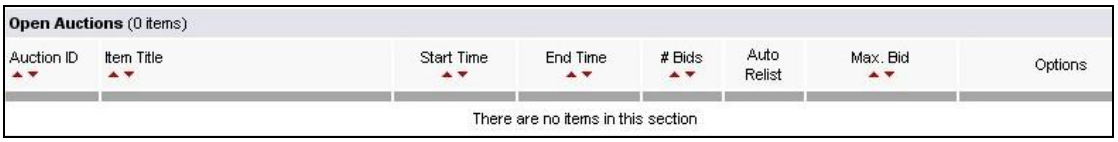
Your auction #741 has been activated.
Thank you for your business.
The amount of 6.60 USD has been added to your account balance.
[Return to Members Area]

Managing Your Selling Items

You can manage all of your selling items from the **Selling** section of the **Members' Area**:

Open

The open view shows all of the items you currently have listed in active auctions:



The **Selling Totals** section provides a simple summary of the number of items at each selling status, and the **Open Auctions** table below lists each item currently being sold.

You can sort the items **Open Auctions** table by clicking on the arrowheads by each column heading.

Items With Bids/Offers

The **Items With Bids/Offers** view shows all the items you are currently selling that have bids of offers on them:

The **Selling Totals** table provides an at-a-glance view of all your selling activity.

Scheduled

The **Scheduled** view shows all the auction listings you currently have scheduled to start:

The **Selling Totals** table provides an at-a-glance view of all your selling activity.

Closed

The **Closed** view shows all of your closed auction listings:

The **Selling Totals** table provides an at-a-glance view of all your selling activity.

Drafts

The **Drafts** view shows all of your saved draft auction listings:

The **Selling Totals** table provides an at-a-glance view of all your selling activity.

Sold

The **Sold** view shows all of your sold auction items:

The **Selling Totals** table provides an at-a-glance view of all your selling activity.

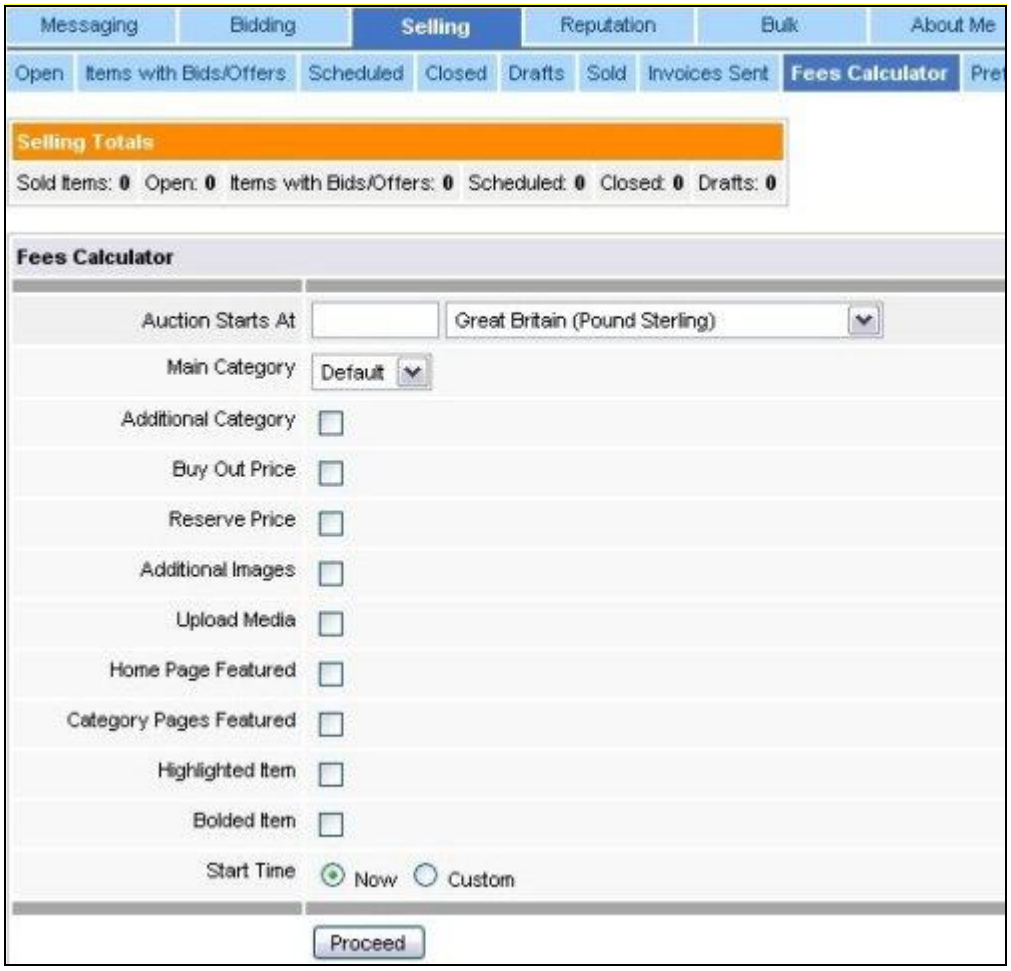
Invoices Sent

The **Invoices Sent** view shows all of your current sent invoices:

The **Selling Totals** table provides an at-a-glance view of all your selling activity.

Fees Calculator

The **Fees Calculator** allows you to calculate the listing fees for an item before you create the listing:



Simply select the fees that will apply to your listing and click **Proceed.** Note that this calculator excludes the selling price fee as this is variable and depends on the selling price.

Prefilled Fields

Regular sellers may find that they have certain fields that always require the same data to be entered into them. The **Prefilled Fields** page allows this information to be saved and automatically populated into your auction listings.

Field Name	Description
Item Title	The title for your auction listing
Description	Enter any common text that appears in all your item descriptions into this field.
Duration	If your auctions always have the same duration, you can specify it here.
Private Auction	If you always run private auctions, check this box.
Swap Offers	If you are always open to swap offers, check this box.
Shipping Conditions	If your shipping conditions are always

	the same, indicate them here.
Offline Payment	If you only accept certain offline payment methods, select them here.
Accept Public Questions	If you have a fixed policy on public questions, indicate it here.
New Bid Email Notifications	If you always wish to be notified of new bids by email notification, check this box.

Blocked Users

If you wish to block certain users from bidding on any of your items, you can add their usernames to this page:

Click on the **Add User** link to block a user. You can also specify the reason you have blocked them, and blocked users can be deleted (unblocked).

Reputation

Your reputation provides an indicator of how much trading you have done on the auction site and allows other buyers and sellers to get an idea of your trustworthiness and experience.

For each transaction that takes place, the buyer and seller can award each other a star rating from 1 to 5:

- ★☆☆☆☆ - Very poor - Your reputation is reduced by 1
- ★★☆☆☆ - Poor - Your reputation is reduced by 1
- ★★★☆☆ - Neutral - no change to your reputation
- ★★★★☆ - Good - Your reputation is increased by 1
- ★★★★★ - Excellent - Your reputation is increased by 1

Wherever a user id appears, the reputation for that user is also shown:

Click on the reputation to see full details of that user's reputation.

Viewing Your Reputation

You can see full details of your reputation and the comments you have received in the Members' Area of the auction site:

Leaving Comments For Other Users

Leaving comments for other people is a simple process.

1. After you have completed a transaction, go to your Members' Area, and click on the **Reputation** link:

2. Click on the **Sent** link, and you will see a list of auctions for which you need to leave comments.

To leave a comment, click on the **Proceed** link at the right of the screen:

3. Select a suitable star rating - from 1 to 5, and enter any comments you would like to make into the comments field. When you are finished, click on **Leave Comments** to store your comments and rating:

4. If you now return to the auction item, you will be able to click on the other user's reputation and see your comments in their reputation information:

View Reputation
Reputation for lardon2202 (2)
Registered since Jun. 13, 2007
in France
Number of Comments 2
Reputation Rating 100.00%
View My Auctions
Recent Reputation
Last Month
Last Six Months
Last Twelve Months
Rating As Seller
Rating As Buyer
All Ratings
From Buyers
From Sellers
Left for Others
Date: Jul. 11, 2007 09:22:01 | Type: sale | From: uktester (0) | Auction ID: 411 | [Details]
Excellent seller, thank you.
Date: Jun. 30, 2007 15:46:35 | Type: sale | From: lovejoy (1) | Auction ID: 672 | [Details]
good service

Bulk

This section allows you to download PHP Pro Bid's bulk listing software, PaxBulk. You should refer to the help documentation that comes with this application for more details on how to use this tool.

About Me

The **About Me** facility enables users to provide a little information about themselves to other users.

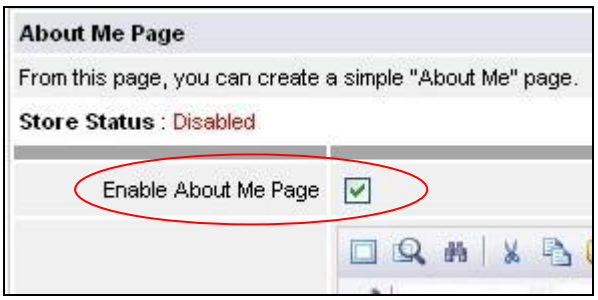
For business users, this might be information about their business and a link to their own website.

Personal users might want to provide some information on their hobbies and interests - especially if they are the main reason for their auction activities.

You can set up an **About Me** page like this:

1. Click on the **About Me** link in the Members' Area:

2. Enable the **About Me** page:



3. Enter some suitable information into the text field. Use the toolbar at the top of the text area to format your text:

About Me Page
From this page, you can create a simple "About Me" page.
Store Status : Disabled
Enable About Me Page
About Me Page Content
Paragraph
Font Name
Size
I am a collector of antique books and magazines, especially those published between 1850 and 1900.
My main areas of interest is fiction, but I also enjoy historical accounts of the news.
You can learn about my collection on my website, uktestersoldbooks.com
<BODY> <DIV>

You can also include hyperlinks - just click on the symbol and enter the target URL and the link text.

4. When you have finished, click on the **Proceed** button to save your **About Me** page.

You will now see an additional icon appear alongside your user id:

Anyone who clicks on the **About Me** logo will be taken to your **About Me** page:

SEARCH
Search
BROWSE
Choose a Category
About Me - uktester
I am a collector of antique books and magazines, especially those published between 1850 and 1900.
My main areas of interest is fiction, but I also enjoy historical accounts of the news.
You can learn about my collection on my website, uktestersoldbooks.com

My Store

The PHP Pro Bid auction system allows sellers to operate their own private Stores. They can customise the appearance of the store and the categories used within it and include detailed information about their business and their stock.

By default, a user's store subscription is disabled - as most users will not have any use for a store.

Enabling stores is simple and instant and provides users with a choice of five levels of store:

- Free Store - up to 3 items
- Basic Store - up to 10 items, $4.95 per 30 days
- Medium Store - up to 50 items, $9.95 per 30 days
- Advanced Store - up to 100 items, $19.95 per 30 days
- Expert Store - up to 500 items, $39.95 per 30 days

Apart from the number of items that can be stocked, there are no other differences between the store types.

Setting Up A Store - Subscription Setup

1. To get started with stores, go to the **My Store** section of the Members' Area and select **Subscription Setup**

2. At the top, you will see a summary of your store subscription status, showing subscription payment dates and the number of items presently listed.

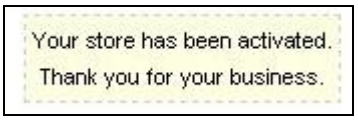
   If you have not had a store before, the **Store Status** will be **Disabled**.

3. To setup a store, ensure the **Enable Store** check box is checked:

4. Select the type of store you wish to operate:

Choose Subscription
Free Store, 3 items, Price: -, recurring every 30 days
Basic Store, 10 items, Price: 4.95 USD, recurring every 30 days
Medium Store, 50 items, Price: 9.95 USD, recurring every 30 days
Advanced Store, 100 items, Price: 19.95 USD, recurring every 30 days
Expert Store, 500 items, Price: 39.96 USD, recurring every 30 days
Proceed

5. Click **Proceed** to activate the store and confirm your choices:



Your store is now ready for use, although you should probably consider adding some further information to it using the **Main Settings**, **Store Pages** and **Custom Categories** sections, which are explained below.

Main Settings

The **Main Settings** section allows you to customise your store and provide information about the kind of items you offer for sale.

There are five fields you can populate (all are optional):

Field	Description
Store Name	The name of your store
Store Description	A description of your store - the kind of items you sell, your trading history, your business, etc This can be formatted and include links to other sites.
Store Meta Keywords	You should enter relevant keywords for your store here - words that people might search for if they were looking for the kind of items you sell. Separate each keyword (or phrase) with a comma.
Store Logo	If you have a logo you would like displayed with

	your store listing, you can upload it here using the **Browse** and **Upload** buttons. You can also use a graphics file from another website by entering its URL into the **Enter URL** field and then clicking **Upload**.
Store Designs	Choose from a number of alternative store designs, to help make your store more distinctive.

Store Pages

The **Store Pages** section allows you to provide additional information about your store, including details of your special offers and shipping information.

All of these sections can be updated at any point and changes made will immediately be applied to your store.

Field	Description
Number of Store Featured Items	Specify how many of your store's items you would like to highlight as "feature" items at the top of your store's home page.
Number of Ending Soon Store Items	All store items are listed for a fixed length of time. Specify how many "ending soon" items you would like highlighting in the **Ending Soon** section on the store home page.
Number of Recently-Listed Store Items	Recently-listed items can be highlighted in the **Recently Listed** section at the top of your store's home page. Specify how many of your most recent items you would like including in this section.
About This Store	Include additional information about your store, stock or yourself here.
Store Specials	Provide full details of any special offers you are running here.
Shipping Information	Include full details of your shipping policies here, such as postage methods, return policies and packaging information.
Company Policies	Include any further details of your company policies here.

Custom Categories

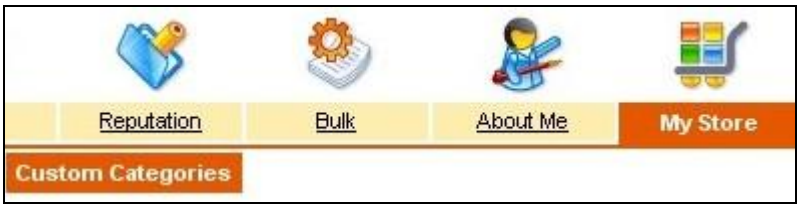
All items are placed in a category of your choice when listed in an online auction or as a store item.

Within your own store you can choose which categories are available and you can create your own custom categories.

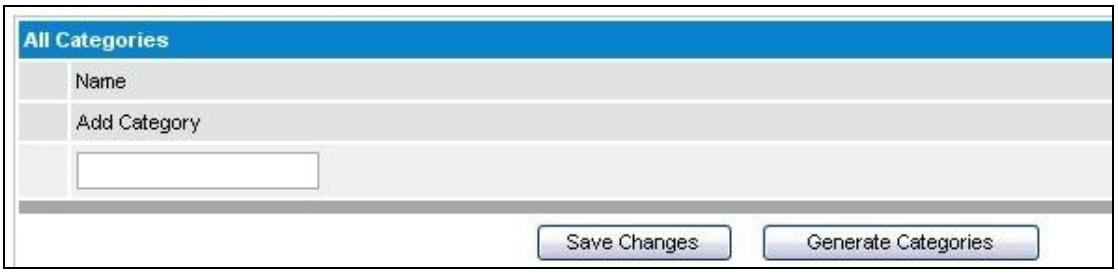
Please note that custom categories can only be used for Store-only listings - so if you want to list your item in the general auction listings as well as in your store, you may prefer to use the standard categories that are available.

Setting Up A Custom Category

1. To setup a custom category, go to the **My Store / Custom Categories** section of your Members' Area:



2. Enter the name of your category into the **Add Category** field, then click the **Save Changes** button:



   You can add as many categories as you need in this way.

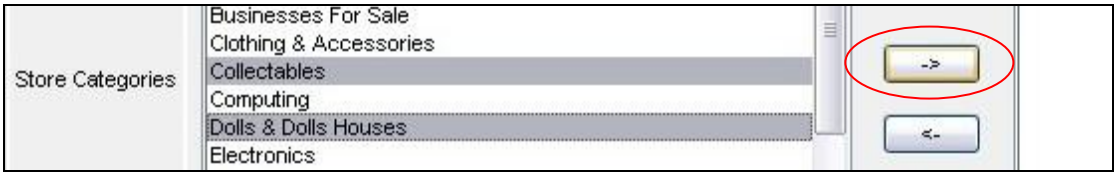
3. When you have finished adding new categories, click on the **Generate Categories** button to complete the creation of your custom categories.

Selecting Categories For Your Store

If you don't want to create your own custom categories you can choose to restrict which of the standard categories are available in your store instead.

1. In **My Store / Custom Categories** section of your Members' Area, scroll down to the **Store Categories** section:

2. Select the categories you would like to use by clicking on them (hold down the **Ctrl** key at the same time for multiple selections):



3. Click on the **->** button to add these categories to your store.

   Selecting your own categories will automatically mean that only these categories are available in your store.

Listing Items For Sale In Your Store

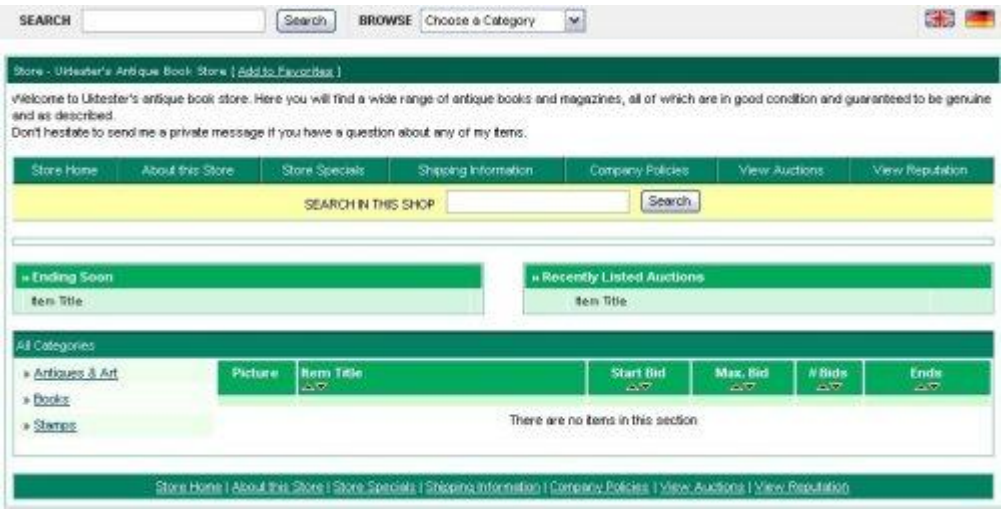
See **Selling**.

Viewing Your Store

1. To view your store, click on the **Stores** link on the main navigation bar:

2. Type the name of your store into the Store search box:

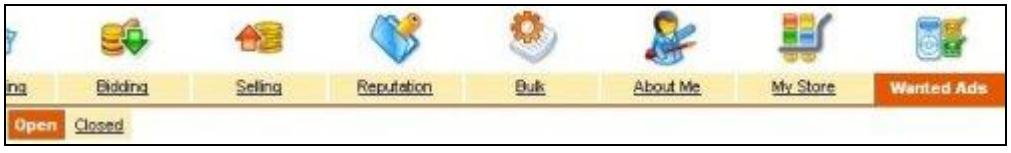
3. Click on your store's name to enter it:



Wanted Ads

PHP Pro Bid v6.0 allows you to place **Wanted Ads** for items you are looking for.

You can create these by going to the **Wanted Ads** section of your **Members' Area**:

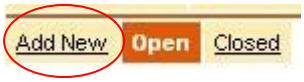


Viewing Your Wanted Ads

1. To see a list of your open or closed ads, click on the appropriate links:

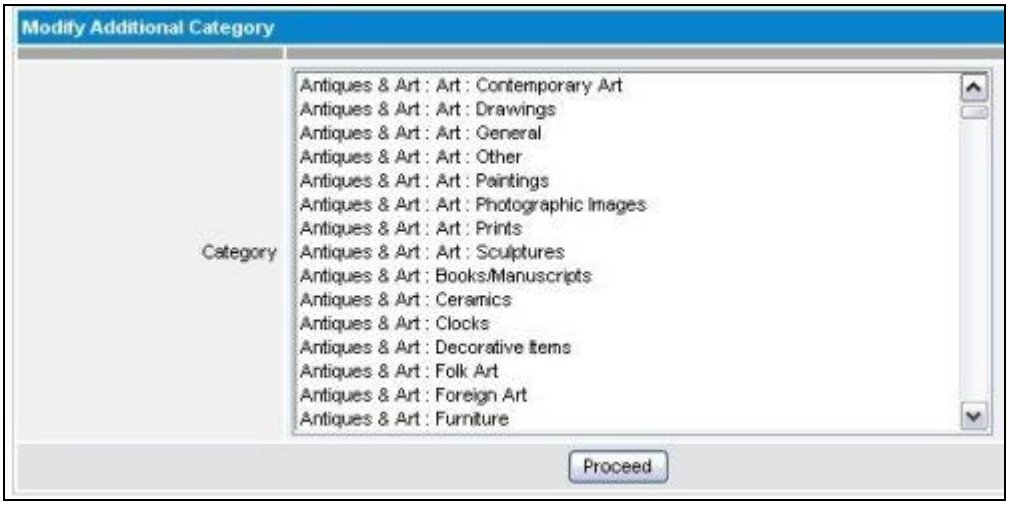
Creating A New Wanted Ad

1. To create a new Wanted Ad, choose **Add New**:

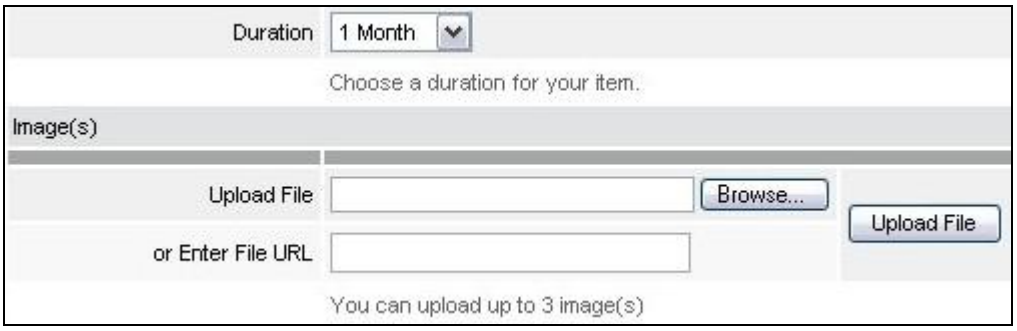


2. In the **Main Category** section, click on **Modify** to open the category selection dialogue box:

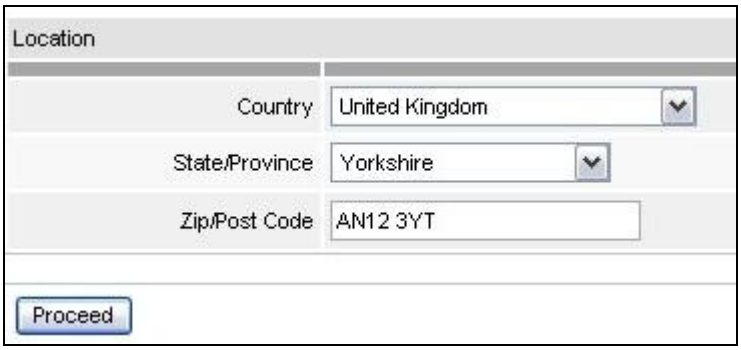
Click on the category you would like to use for your **Wanted Ad:**


Modify Additional Category
Category
Antiques & Art : Art : Contemporary Art
Antiques & Art : Art : Drawings
Antiques & Art : Art : General
Antiques & Art : Art : Other
Antiques & Art : Art : Paintings
Antiques & Art : Art : Photographic Images
Antiques & Art : Art : Prints
Antiques & Art : Art : Sculptures
Antiques & Art : Books/Manuscripts
Antiques & Art : Ceramics
Antiques & Art : Clocks
Antiques & Art : Decorative Items
Antiques & Art : Folk Art
Antiques & Art : Foreign Art
Antiques & Art : Furniture
Proceed

3. Enter a title and description for the advert, and then choose how long you would like it to run for from the **Duration** drop-down menu. You can also upload any **Images** you wish to include in the **Wanted Ad**:



4. Check your location details are correct and click **Proceed** to post your wanted ad:



You will the be shown confirmation that it has been accepted and billed to your account:

Your wanted ad #61 has been activated.
Thank you for your business.
The amount of 1.00 USD has been added to your account balance.

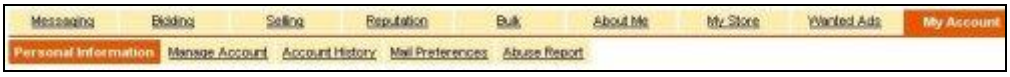
My Account

In the **My Account** section of your **Members' Area**, you can manage all aspects of your account:

- Personal Information
- Manage Account (payment methods)
- Account History
- Mail Preferences
- Abuse Report

Personal Information

The **Personal Information** section allows you to view and edit your personal details. The information on this page is exactly the same as the information you provided when you registered as a user:



Once you have made any changes necessary, just click on the **Update** button at the bottom of the page to save your changes.

Manage Account

The **Manage Account** page allows you select which payment methods you want to use and enter all the relevant information.

You can choose from:

- PayPal
- WorldPay
- 2Checkout
- Nochex
- Authorize.net

Once you have made any changes necessary, click on the **Update** button at the bottom of the page to save your updated information.

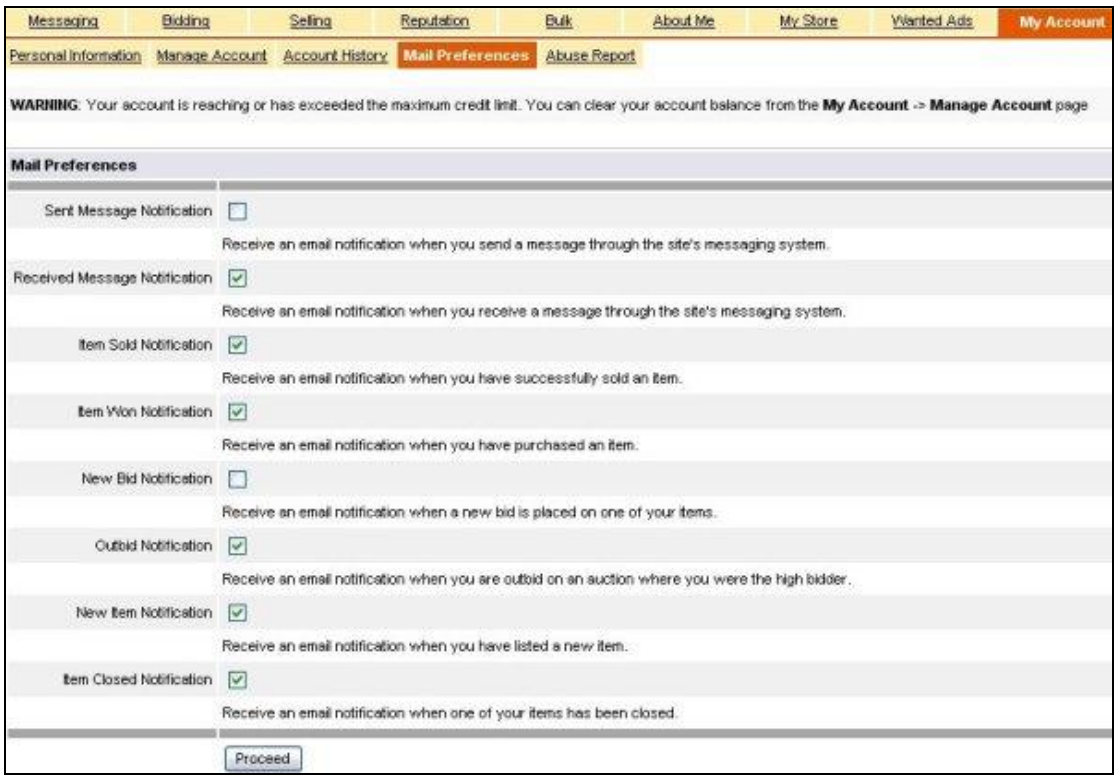
Account History

The **Account History** page allows you to view reports showing you activity over a defined period.

Use the drop down menus to specify the date range you want to include in the report, and then click **Proceed** to run the report:

Mail Preferences

The **Mail Preferences** page allows you to choose which events you wish to receive email notifications for.

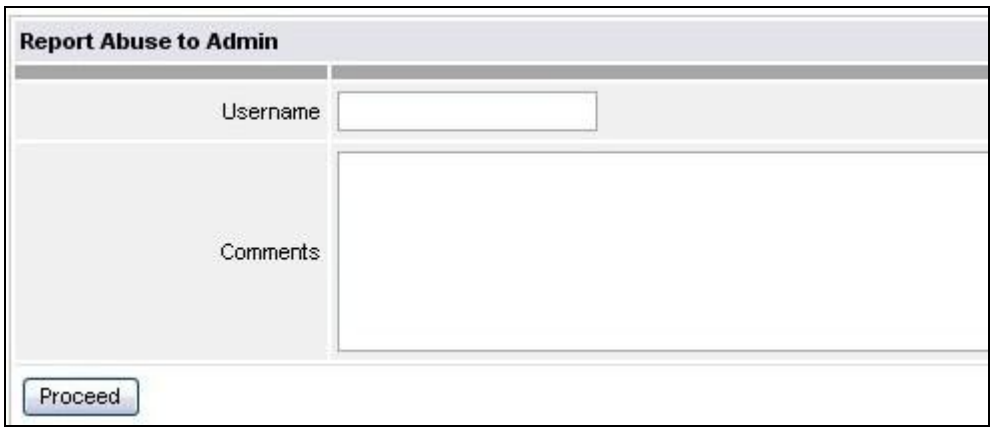

Messaging
Bidding
Selling
Reputation
Bulk
About Me
My Store
Wanted Ads
My Account
Personal Information
Manage Account
Account History
Mail Preferences
Abuse Report
WARNING: Your account is reaching or has exceeded the maximum credit limit. You can clear your account balance from the My Account -> Manage Account page
Mail Preferences
Sent Message Notification
Receive an email notification when you send a message through the site's messaging system.
Received Message Notification
Receive an email notification when you receive a message through the site's messaging system.
Item Sold Notification
Receive an email notification when you have successfully sold an item.
Item Won Notification
Receive an email notification when you have purchased an item.
New Bid Notification
Receive an email notification when a new bid is placed on one of your items.
Outbid Notification
Receive an email notification when you are outbid on an auction where you were the high bidder.
New Item Notification
Receive an email notification when you have listed a new item.
Item Closed Notification
Receive an email notification when one of your items has been closed.
Proceed

Once you have updated your selection, just click the **Proceed** button to save your choices.

Abuse Report

From time-to-time, you may find that another user is abusing the auction system in some way.

The **Abuse Report** page allows you to send a confidential report to the auction administrator to bring abuse issues to their attention:



Administration Guide

Site Status

The **Site Status** table is located at the top left of the Admin Home Page. It provides an "at a glance" view of current auction activity on the site:

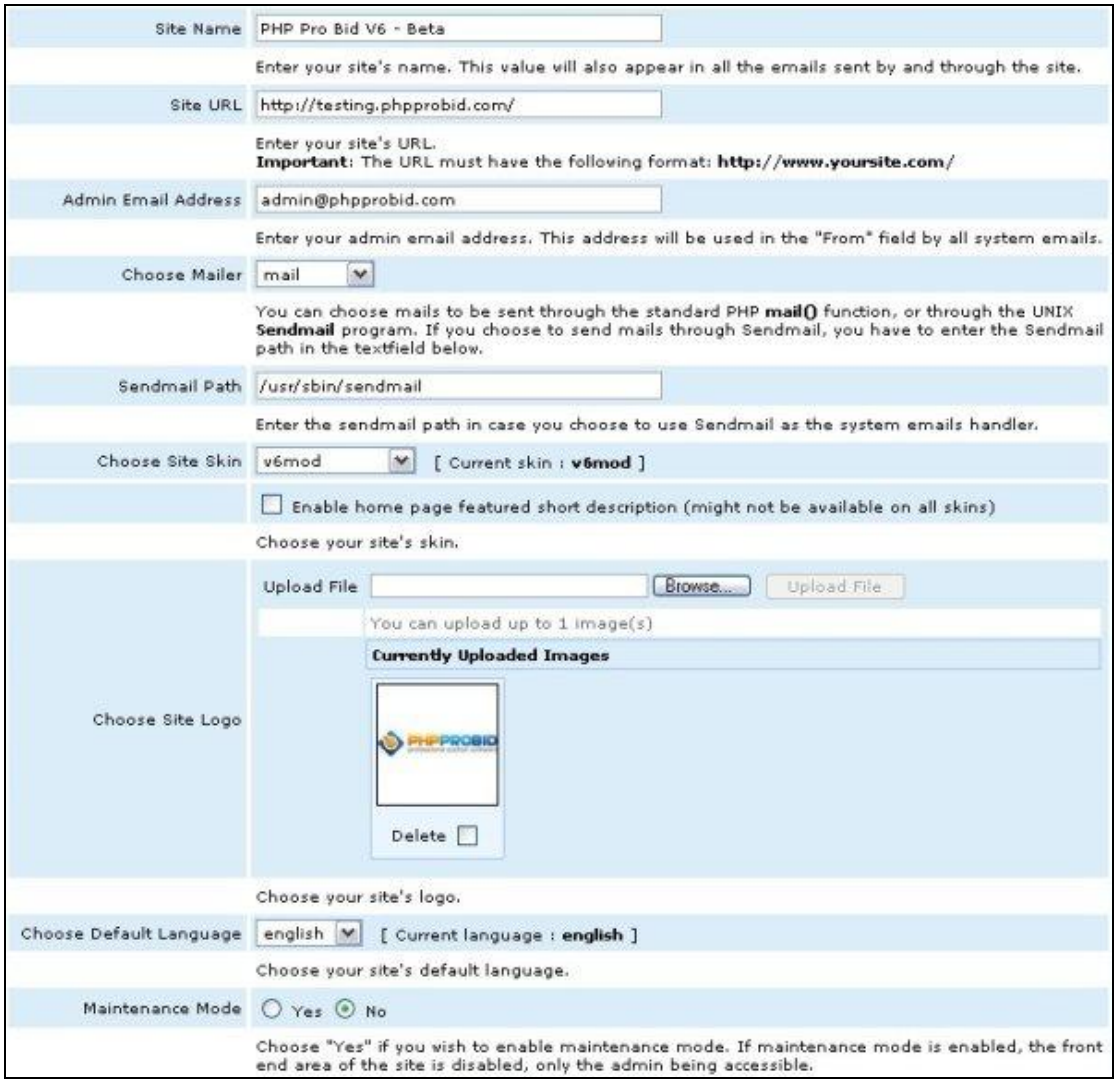
The **Admin Area Language** control allows you to change the language used within the admin area of the site:

Site Setup

The **Site Setup** page allows you to configure some essential elements of your system:

Field Name	Description
Site Name	Enter the name you have given the site. This will appear in emails sent by the site and in the title bar of all pages on the site.
Site URL	Enter the URL (web address) of the site. This must be in the following format: http://www.yoursite.com/
Admin Email Address	Enter an email address for all site admin mail to be sent to. This address will also appear in the "From" field of all mails sent by the system - so ensure you are happy to share it.

Choose Mailer	Choose between the PHP **mail()** function and Unix Sendmail.
Sendmail Path	If you are using Sendmail, you will need to enter your server's sendmail path here.
Choose Site Skin	Specify the skin you would like to use for the whole site. Different skins will provide different styles and colour schemes.
Choose Site Logo	Upload a logo for your site. The default image is the PHP Pro Bid logo.
Choose Default Language	Specify a default language for your site.
Maintenance Mode	Maintenance mode disables the site's user interface, only allowing logins through the admin interface. This is useful for making changes that require no users be logged in.


Site Name
PHP Pro Bid V6 - Beta
Enter your site's name. This value will also appear in all the emails sent by and through the site.
Site URL
http://testing.phpprobid.com/
Enter your site's URL.
Important: The URL must have the following format: http://www.yoursite.com/
Admin Email Address
admin@phpprobid.com
Enter your admin email address. This address will be used in the "From" field by all system emails.
Choose Mailer
mail
You can choose mails to be sent through the standard PHP mail() function, or through the UNIX Sendmail program. If you choose to send mails through Sendmail, you have to enter the Sendmail path in the textfield below.
Sendmail Path
/usr/sbin/sendmail
Enter the sendmail path in case you choose to use Sendmail as the system emails handler.
Choose Site Skin
v6mod
[Current skin : v6mod]
Enable home page featured short description (might not be available on all skins)
Choose your site's skin.
Upload File
Browse...
Upload File
You can upload up to 1 image(s)
Currently Uploaded Images
Delete
Choose your site's logo.
Choose Default Language
english
[Current language : english]
Choose your site's default language.
Maintenance Mode
Yes
No
Choose "Yes" if you wish to enable maintenance mode. If maintenance mode is enabled, the front end area of the site is disabled, only the admin being accessible.

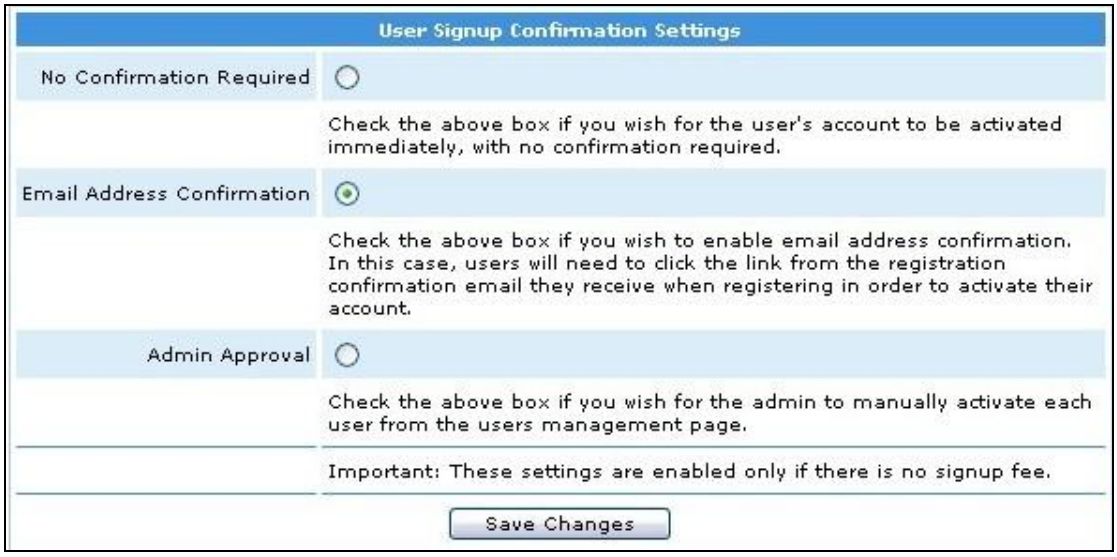
General Settings

The **General Settings** section of the admin area allows you to configure all general, site-wide administrative settings. It is divided into a number of sections.

User Signup Confirmation Settings

This allows you to specify the level of confirmation required before a new user's account is activated. You can choose from:

- No confirmation required
- Confirmation of valid email address required
- Admin [human] approval required


User Signup Confirmation Settings
No Confirmation Required
Check the above box if you wish for the user's account to be activated immediately, with no confirmation required.
Email Address Confirmation
Check the above box if you wish to enable email address confirmation. In this case, users will need to click the link from the registration confirmation email they receive when registering in order to activate their account.
Admin Approval
Check the above box if you wish for the admin to manually activate each user from the users management page.
Important: These settings are enabled only if there is no signup fee.
Save Changes

These settings only apply in cases where there is no signup fee.

Closed Auctions Deletion

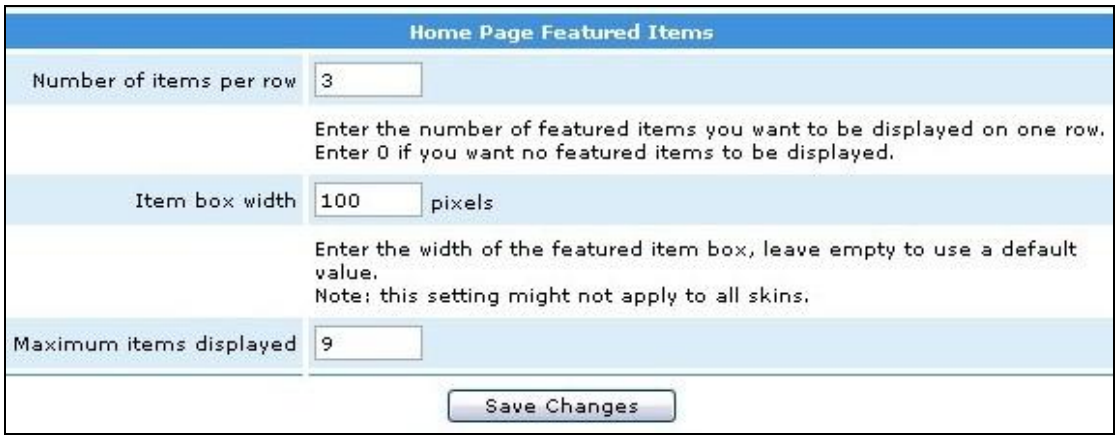
Closed Auctions Deletion
Closed Auctions Deletion
3
days
Enter a duration in days after which closed auctions should be deleted from the database.
Save Changes

Specify how many days closed auctions should be kept before being deleted from the database.

Home Page Featured Items

This page enables you to manage how items are featured on the home page. You can specify:

- How many items per row
- The width of the featured item box
- The maximum number of items to feature

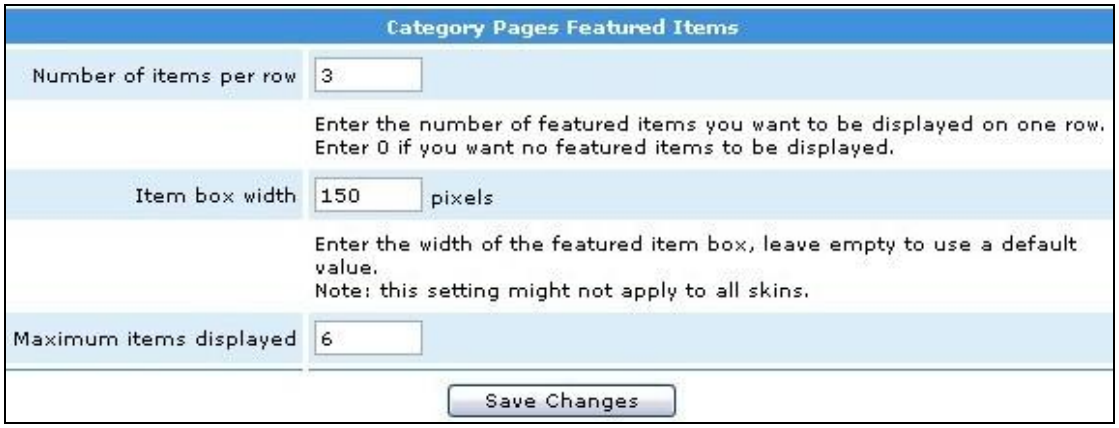

Home Page Featured Items
Number of items per row
3
Enter the number of featured items you want to be displayed on one row.
Enter 0 if you want no featured items to be displayed.
Item box width
100
pixels
Enter the width of the featured item box, leave empty to use a default value.
Note: this setting might not apply to all skins.
Maximum items displayed
9
Save Changes

By combining these features it is possible to control the appearance of featured items on the home page.

Category Pages Featured Items

This page enables you to manage how items are featured on category pages. You can specify:

- How many items per row
- The width of the featured item box
- The maximum number of items to feature


Category Pages Featured Items
Number of items per row
3
Enter the number of featured items you want to be displayed on one row.
Enter 0 if you want no featured items to be displayed.
Item box width
150
pixels
Enter the width of the featured item box, leave empty to use a default value.
Note: this setting might not apply to all skins.
Maximum items displayed
6
Save Changes

By combining these features it is possible to control the appearance of featured items on category pages.

Recently Listed Auctions

This enables you to specify the number of recently listed items you wish to have featured on the home page. By setting this parameter to 0, this feature is disabled.

Recently Listed Auctions
Recently Listed Auctions
3
Enter the number of recently listed auctions you want to be displayed on the main page.
Enter 0 if you want to disable this feature.
Save Changes

Popular Auctions

This feature allows you to control the number of popular auctions (those with the highest active bids) featured on the home page. Setting this parameter to 0 disables this feature.

Popular Auctions
Popular Auctions
3
Enter the number of popular auctions you want to be displayed on the main page.
Popular auctions are those items with the highest bid amounts placed on them.
Enter 0 if you want to disable this feature.
Save Changes

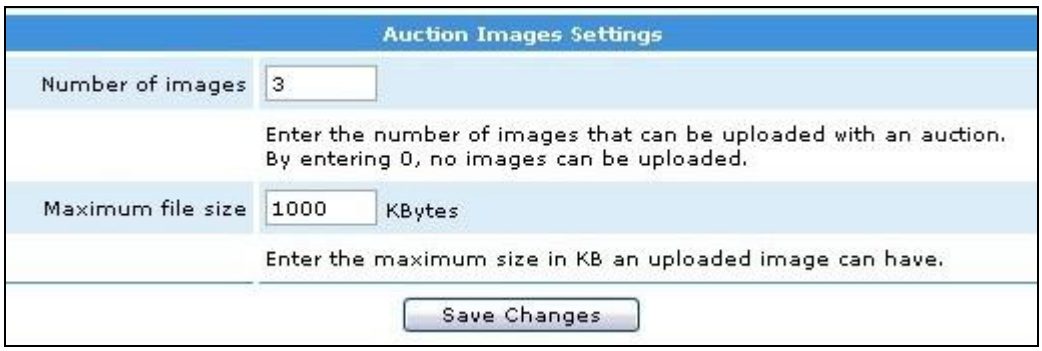
Ending Soon Auctions

This feature allows you to specify how many "ending soon" auctions you want to have featured on the home page. By setting this parameter to 0 you can disable this feature.

Ending Soon Auctions
Ending Soon Auctions
3
Enter the number of ending soon auctions you want to be displayed on the main page.
Enter 0 if you want to disable this feature.
Save Changes

Auction Images Settings

This feature allows you to specify the maximum number of images that can be included in an auction listing and the maximum size of *each* image.


Auction Images Settings
Number of images
3
Enter the number of images that can be uploaded with an auction.
By entering 0, no images can be uploaded.
Maximum file size
1000
KBytes
Enter the maximum size in KB an uploaded image can have.
Save Changes

Currency Settings

This page allows you to specify the default currency for the site.

Currency Settings
Select site currency
United States (U.S. Dollar
Select the site's default currency from the drop down menu above.
Amount display format
U.S. style: USD 2,999.95
European style: USD 2.999,95
Decimal digits
2
Enter the amount of decimal digits you want to be shown when displaying an amount.
Currency symbol position
Symbol before amount: USD 395
Symbol after amount: 395 USD
Save Changes

You can also specify the format in which it should be displayed - e.g. how many decimal digits should be used.

Time and Date Settings

This section allows you to specify the time difference (if any) between your server's time and your local time.

Time and Date Settings
Time Offset
Select time offset
Server Time
Select the time difference between your local time and the server's time. This setting will apply to all instances where dates are displayed.
Date Display Format
USA format
mm/dd/yyyy
non-USA format
dd/mm/yyyy
Save Changes

This is useful if your web hosting is not in the same time zone as your users.

Setup SSL Support

This allows you to setup secure login and registration pages. You will need an SSL certificate enabled for your site for this feature to work correctly.

Setup SSL Support
Activate SSL
Yes
No
Choose if you want to activate SSL on your site. You need an SSL certificate enabled on your site in order for this setting to work properly. The login and registration processes will be handled through SSL if this feature is enabled.
Enter SSL address
http://localhost/probidv6/
Save Changes

Meta Tags Settings (site wide)

This allows you to setup site wide Meta tags. You can specify multiple Meta tags - e.g. Meta description and Meta keyword.

Correct use of Meta tags can help with search engine indexing.

Cron Job Settings

This allows you to specify how you would like to control PHP Pro Bid's cron jobs - from your server's control panel or from PHP Pro Bid's interface.

Minimum Registration Age Settings

Specify the minimum required age for users of your site, and choose between full and short date of birth formats.

Minimum Registration Age Settings
Minimum registration age
18
years
Enter the minimum age required for users to be able to reigster to your site.
Date of birth format
Full format (day / month / year)
Short format (year only)

Recently Listed Wanted Ads

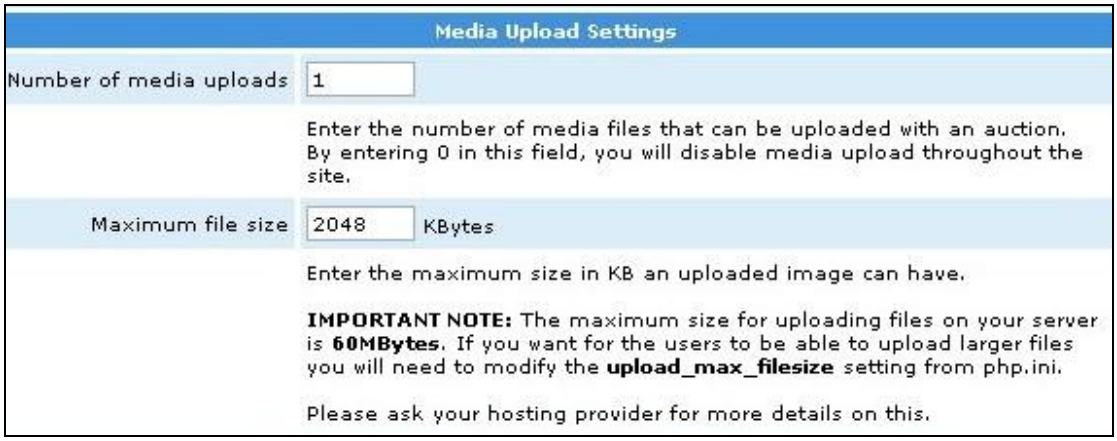
Specify how many recently-listed Wanted Ads you want to be displayed on your site's home page.

Recently Listed Wanted Ads
Recently Listed Wanted Ads
3
Enter the number of recently listed wanted ads that will be displayed on the home page of your site.
Save Changes

Media Upload Settings

Specify how many media files can be uploaded to an auction listing and what the maximum size of each file should be.

Disable this feature by entering 0 into the "number of media uploads" field.


Media Upload Settings
Number of media uploads
1
Enter the number of media files that can be uploaded with an auction. By entering 0 in this field, you will disable media upload throughout the site.
Maximum file size
2048
KBytes
Enter the maximum size in KB an uploaded image can have.
IMPORTANT NOTE: The maximum size for uploading files on your server is 60MBytes. If you want for the users to be able to upload larger files you will need to modify the upload_max_filesize setting from php.ini.
Please ask your hosting provider for more details on this.

Select Buy Out Method

Select whether **Buy Out**, **Make Offer** or both of these methods can be used by users.

Buy Out/Make Offer
Choose method
Use standard Buy Out method
Use Make Offer method
Warning: By changing this setting, all live auctions that have Buy Out/Make Offer enabled will have the setting changed to disabled. The offers that were placed will however not be deleted.
Save Changes

Note: Disabling this will alter the settings of live auctions accordingly but live offers will remain valid.

Selling Process Navigation Buttons Positioning

Choose which order you would like the **Previous Step** and **Next Step** buttons placed in on the forms used for listing an item for sale.

Selling Process Navigation Buttons Positioning
Choose position
Previous Step button first, Next Step button after
Next Step button first, Previous Step button after
Save Changes

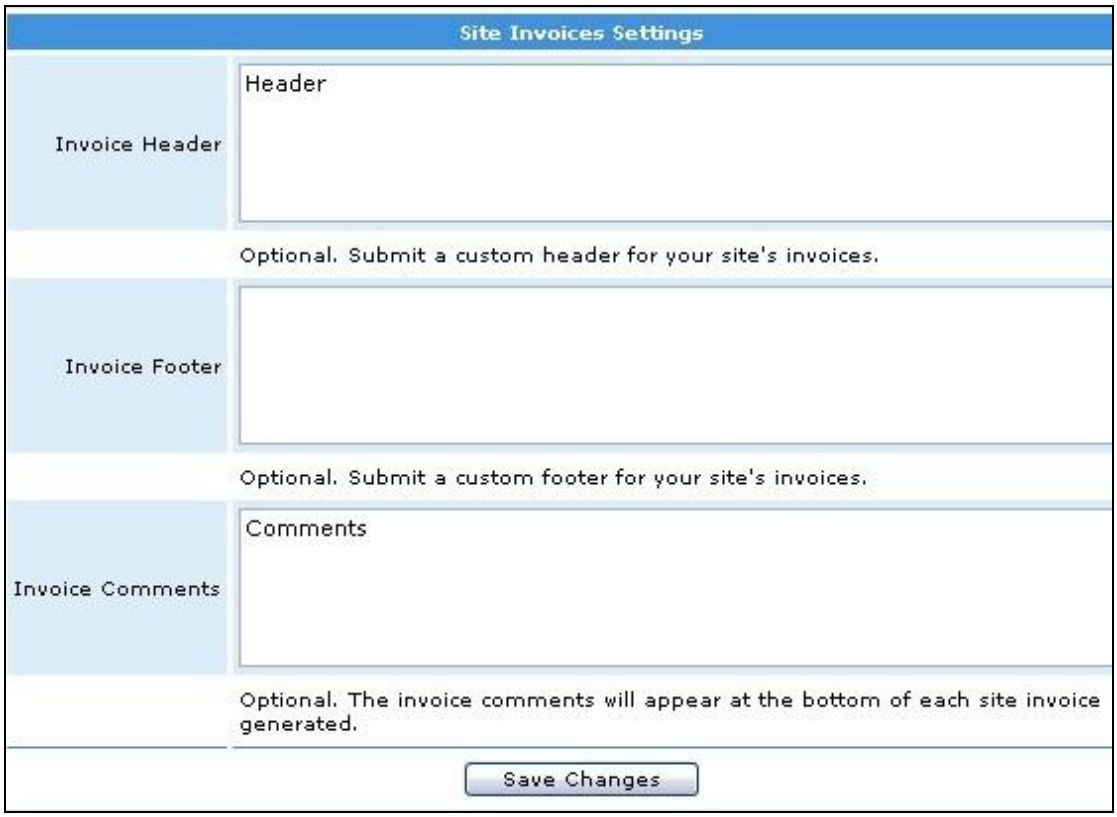
Maximum Number of Auto Relists Allowed

Enter the maximum number of auto relists a user is allowed to specify when listing an item for auction.

Maximum Number of Auto Relists Allowed
Enter number
1
Enter the maximum number of auto-relists a user is allowed to enter when creating an auction.
Save Changes

Site Invoices Settings

This page allows you to specify custom header and footer texts for your invoices. You can also specify comments to be included at the bottom of each invoice.


Site Invoices Settings
Invoice Header
Header
Optional. Submit a custom header for your site's invoices.
Invoice Footer
Optional. Submit a custom footer for your site's invoices.
Invoice Comments
Comments
Optional. The invoice comments will appear at the bottom of each site invoice generated.
Save Changes

Enable/Disable

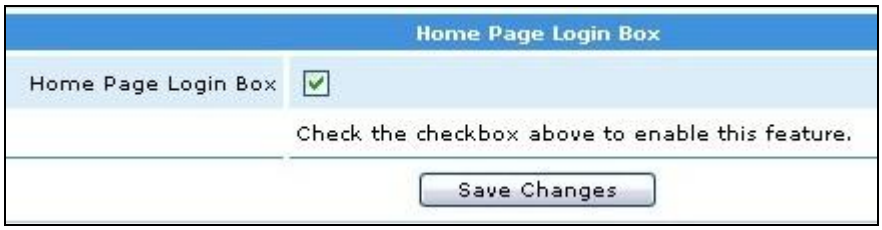
This section allows you to enable or disable a number of individual auction features.

Shipping Costs

Enable or disable the shipping costs feature in auction listings. Disabling this will remove the "shipping costs" field from new listings.

Home Page Login Box

Enable or disable the home page login box.



Home Page News Box

Enable or disable the home page news box.

Home Page News Box
Home Page News Box
Check the checkbox above to enable this feature.
Number of news displayed
5
Enter the maximum number of news articles that will be displayed on the home page news box.
Save Changes

Buy Out/Make Offer

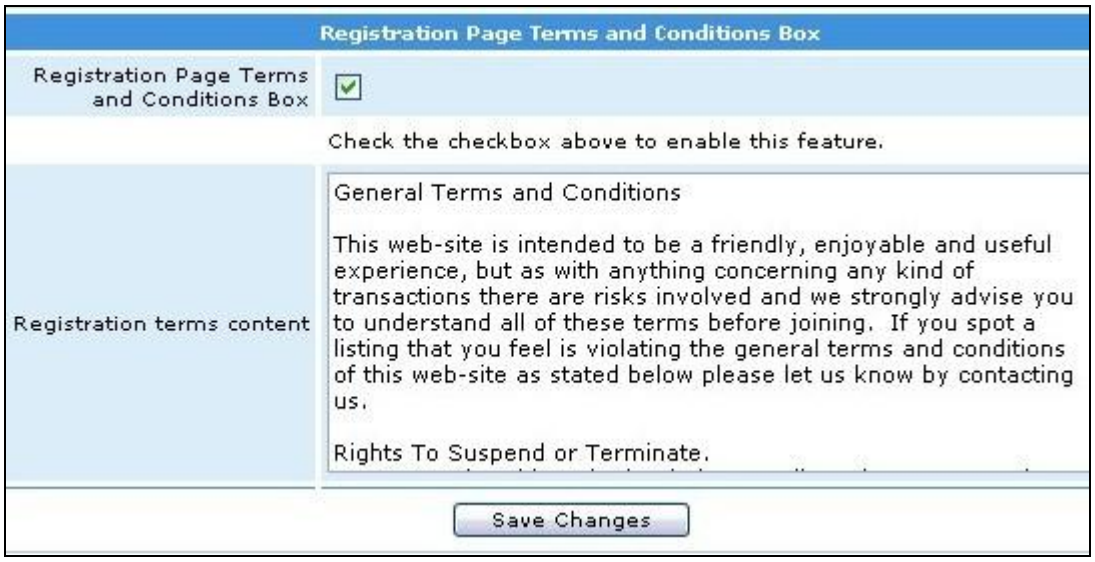
Buy Out/Make Offer: Enable or disable the **Buy Out** and **Make Offer** features.

Always show Buy Out: Make Buy Out always available - even if there are bids on an item and its reserve has been met. Clearing this box will mean that Buy Out/Make Offer are not available if there are bids and/or the reserve has been met.

Buy Out/Make Offer
Buy Out/Make Offer
Check the checkbox above to enable this feature.
Always show Buy Out
By enabling this option, Buy Out/Make Offer will be available even if the item has active bids and the reserve has been met.
Save Changes

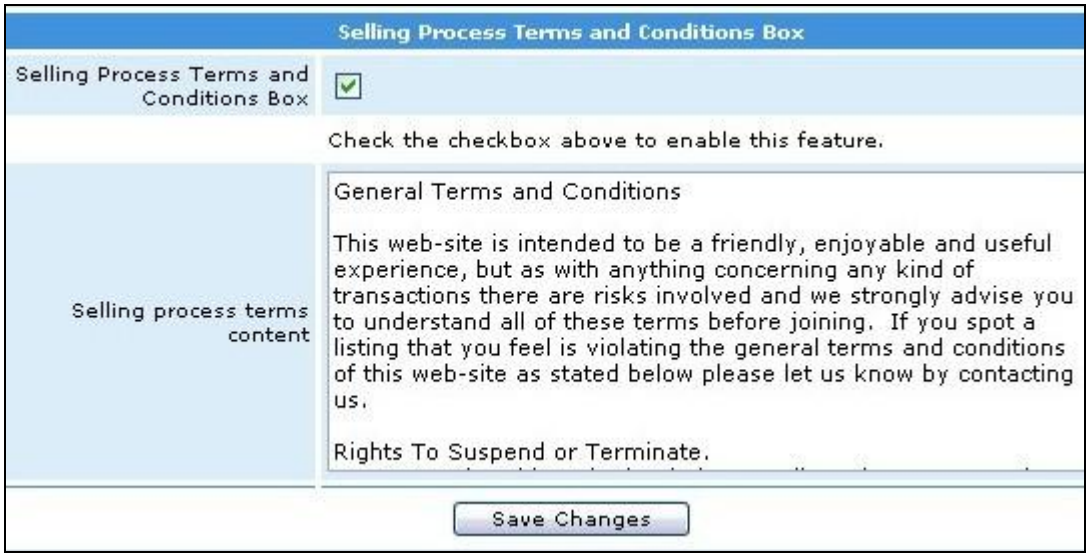
Registration Page Terms and Conditions Box

This page allows you to enable or disable the terms and conditions box on the registration page, and to edit the text that appears in that terms and conditions box.


Registration Page Terms and Conditions Box
Registration Page Terms and Conditions Box
Check the checkbox above to enable this feature.
Registration terms content
General Terms and Conditions
This web-site is intended to be a friendly, enjoyable and useful experience, but as with anything concerning any kind of transactions there are risks involved and we strongly advise you to understand all of these terms before joining. If you spot a listing that you feel is violating the general terms and conditions of this web-site as stated below please let us know by contacting us.
Rights To Suspend or Terminate.
Save Changes

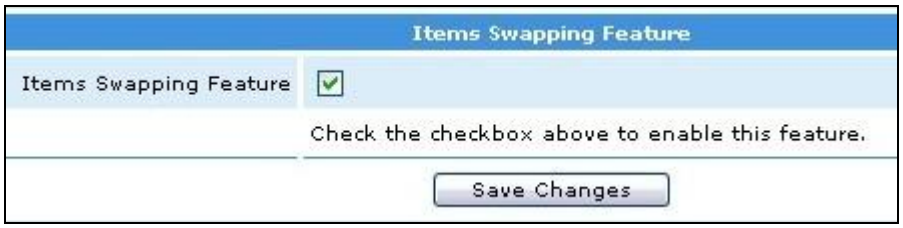
Selling Process Terms and Conditions Box

This page allows you to enable or disable the terms and conditions box on the selling page, and to edit the text that appears in that terms and conditions box.


Selling Process Terms and Conditions Box
Selling Process Terms and Conditions Box
Check the checkbox above to enable this feature.
Selling process terms content
General Terms and Conditions
This web-site is intended to be a friendly, enjoyable and useful experience, but as with anything concerning any kind of transactions there are risks involved and we strongly advise you to understand all of these terms before joining. If you spot a listing that you feel is violating the general terms and conditions of this web-site as stated below please let us know by contacting us.
Rights To Suspend or Terminate.
Save Changes

Items Swapping Feature

This enables or disables the item-swapping feature (swap offers):



Home Page Users and Auctions Counter

Home Page Users and Auctions Counter
Home Page Users and Auctions Counter
Check the checkbox above to enable this feature.
Save Changes

Enable or disable the counter that appears on the home page showing registered users and live auctions:

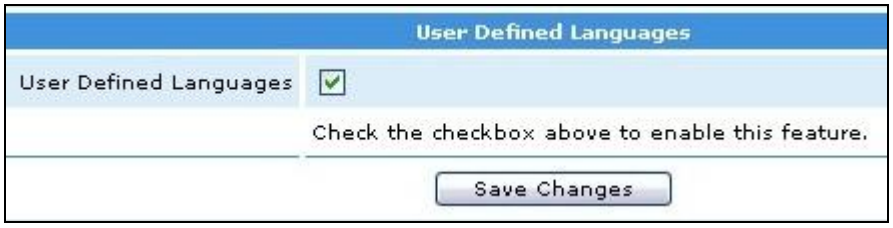
Additional Category Listing

Enable or disable the additional category feature. This allows users to specify two categories when listing an item. Disabling it means only one [main] category can be specified.

Additional Category Listing
Additional Category Listing
Check the checkbox above to enable this feature.
Save Changes

User Defined Languages

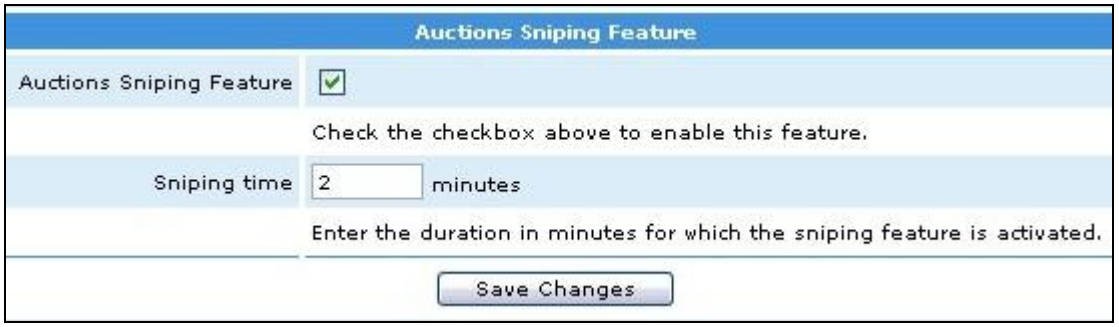
Allow or prevent users from defining their own languages.



Auctions Sniping Feature

Enable or disable the built-in auction sniping feature, allowing users to place bids just before the end of an auction.

You can also specify what the sniping period should be - i.e. how close to the end of the auction bids should be placed.


Auctions Sniping Feature
Auctions Sniping Feature
Check the checkbox above to enable this feature.
Sniping time
2
minutes
Enter the duration in minutes for which the sniping feature is activated.
Save Changes

Private Site

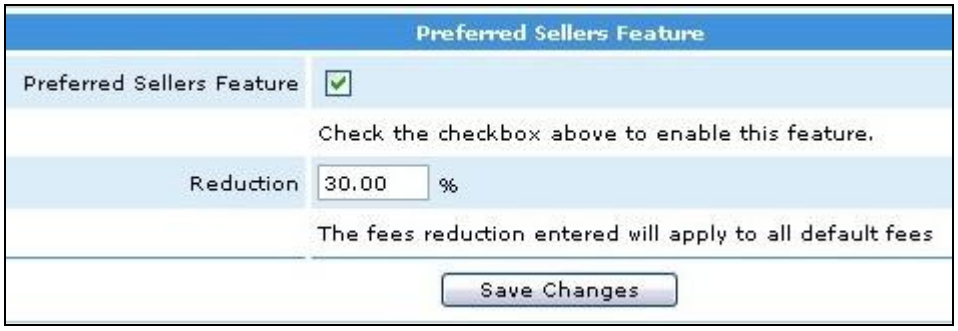
The **Private Site** feature allows Site Administrators to control which users are able to sell items. By default, all newly-registered users will only be able to buy items.

Administrators can grant selling rights to users through the **User Management** section of the Admin site.

This page allows you to enable or disable the **Private Site** feature.

Preferred Sellers Feature

This page allows the creation of "Preferred Sellers" who benefit from reduced fees.



You can enable or disable this feature and specify the % reduction in fees for Preferred Sellers.

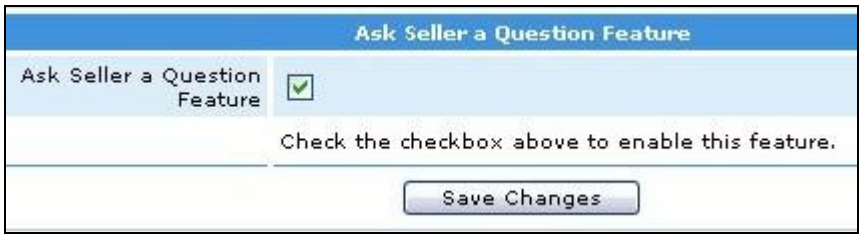
BCC Emailing to the Site Admin

BCC emailing to the Site Admin causes the system to BCC the site admin address with a copy of every message it sends to users.

BCC Emailing to the Site Admin
BCC Emailing to the Site Admin
Check the checkbox above to enable this feature.
Save Changes

Ask Seller A Question Feature

Enable or disable the "Ask Seller A Question" feature - this allows users to send messages to sellers from their item listings.

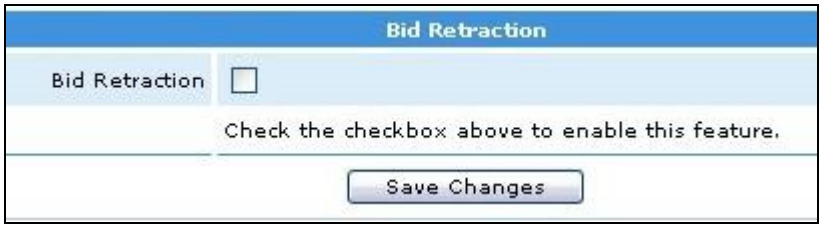

Ask Seller a Question Feature
Ask Seller a Question Feature
Check the checkbox above to enable this feature.
Save Changes

Wanted Ads

Enable or disable the creation of **Wanted Ads**.

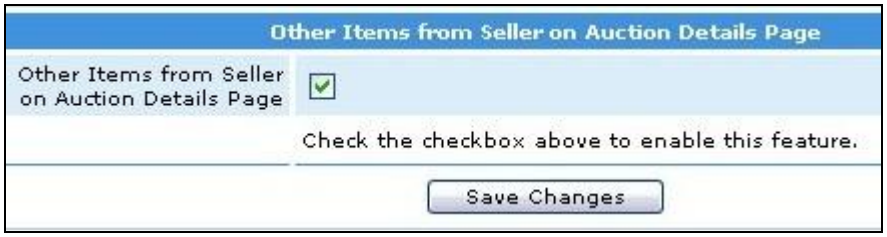
Bid Retraction

Enable or disable the bid retraction facility - this is used to allow or prevent users from retracting bids after they have been placed.



Other Items from Seller on Auction Details Page

Enabling this feature causes any other items being offered by a seller to be listed on their auction detail pages.

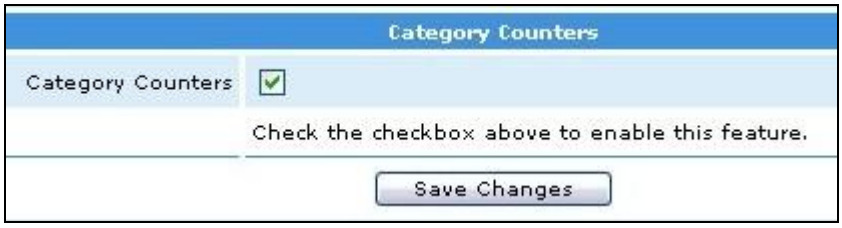

Other Items from Seller on Auction Details Page
Other Items from Seller on Auction Details Page
Check the checkbox above to enable this feature.
Save Changes

Bulk Lister

Allow or prevent users from using the bulk listing software (PaxBulk).

Category Counters

Enable or disable this feature using the check box. Enabling Category Counters causes the number of active listings in each category to be displayed alongside the category names.



Users' Phone Numbers on Successful Sales

Enabling this feature means that buyers and sellers phone numbers are made available to each other following a successful sale.

Users Phone Numbers on Successful Sales
Users Phone Numbers on Successful Sales
Check the checkbox above to enable this feature.
Save Changes

Search Engine Friendly Links (mod rewrite)

Enable or disable search engine friendly links. This uses a facility provide by the Apache Web Server called mod rewrite. Enabling this feature helps to get the pages of your site indexed in the main search engines.

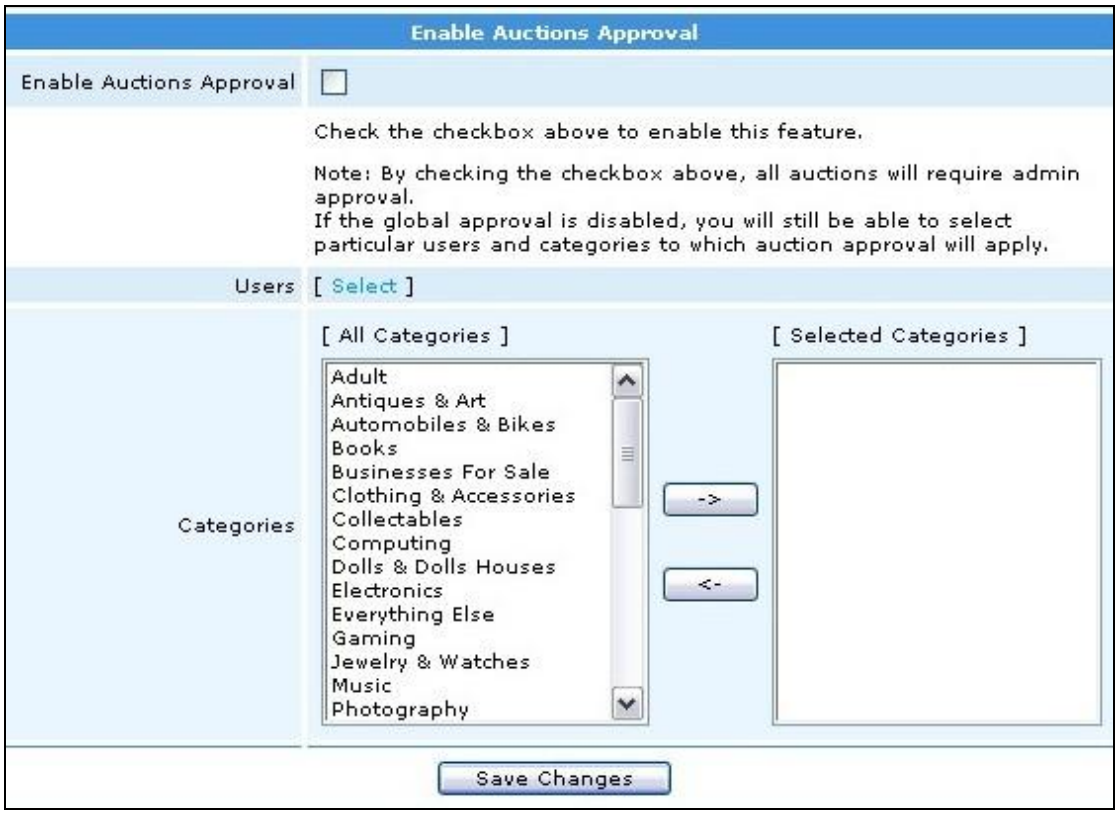
Search Engine Friendly Links (mod rewrite)
Search Engine Friendly Links (mod rewrite)
Check the checkbox above to enable this feature.
Save Changes

Enable Auctions Approval

Checking the "Enable Auctions Approval" box means that all auctions require administrator approval before going live.

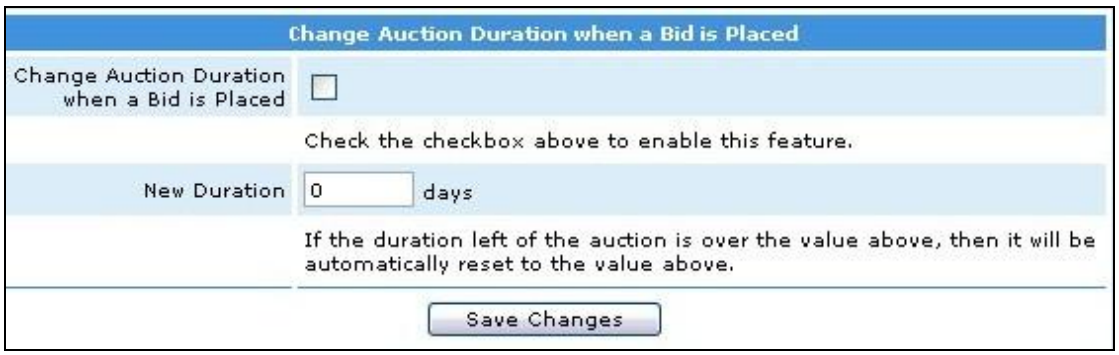
Leaving the check box empty ***and*** selecting individual categories and/or users will mean that auctions created by the selected users and auctions in the selected categories will need to be approved by a site administrator before being going live.

Leaving the check box empty ***and not*** selecting any users or categories will mean that no admin approval is required for the creation of auction listings.



Change Auction Duration When A Bid Is Placed

This feature allows or prevents sellers from changing the duration of an auction after a bid has been placed.


Change Auction Duration when a Bid is Placed
Change Auction Duration when a Bid is Placed
Check the checkbox above to enable this feature.
New Duration
0
days
If the duration left of the auction is over the value above, then it will be automatically reset to the value above.
Save Changes

You can also specify a default maximum duration for changed auctions.

Enable Seller Verification

Enable or disable seller verification. Seller verification requires sellers to pay a one-time or recurring fee.

Enable Seller Verification
Enable Seller Verification
Check the checkbox above to enable this feature.
Verification Fee
USD
1.95
, recurring every
0
days
You can set up a one time or recurring verification fee. If you wish the verification fee to be a one time fee enter 0 in the recurring field.
Note: Even if you disable seller verification, you will still be able to set the status of your users to verified sellers from the Users Management page. Users will however not be able to verify their accounts themselves.
Save Changes

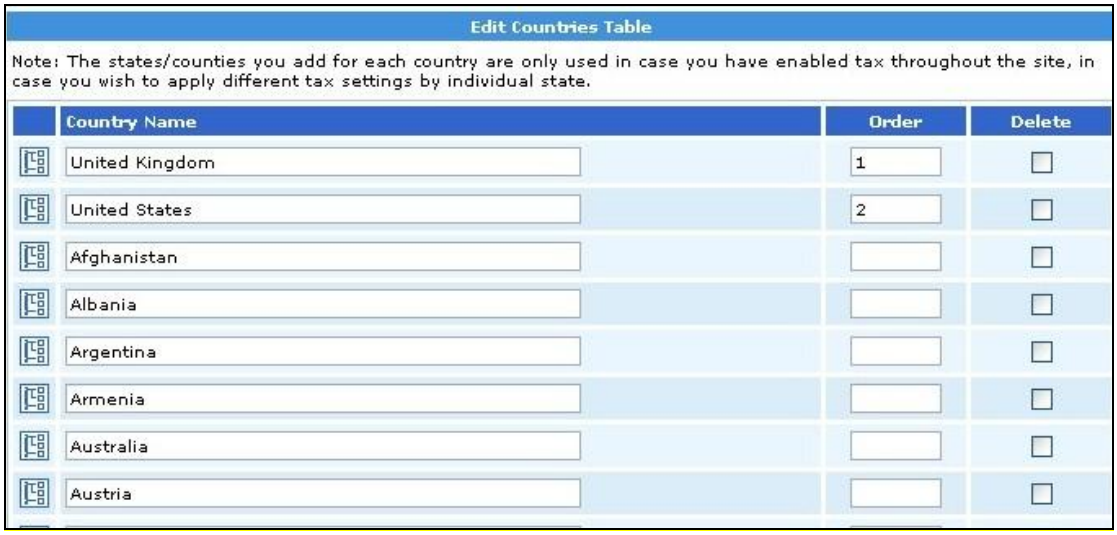
This fee and its frequency should be specified in the fields provided.

Tables Management

This section allows you to manage the static data used by the auction system - such as pre-populated countries, payment options and shipping methods.

Edit Countries / Counties / States

This section allows you to edit the country and state/county lists used throughout the system. This is part of the country table:



You can drill down to the county/state list for a country by clicking on the icon:

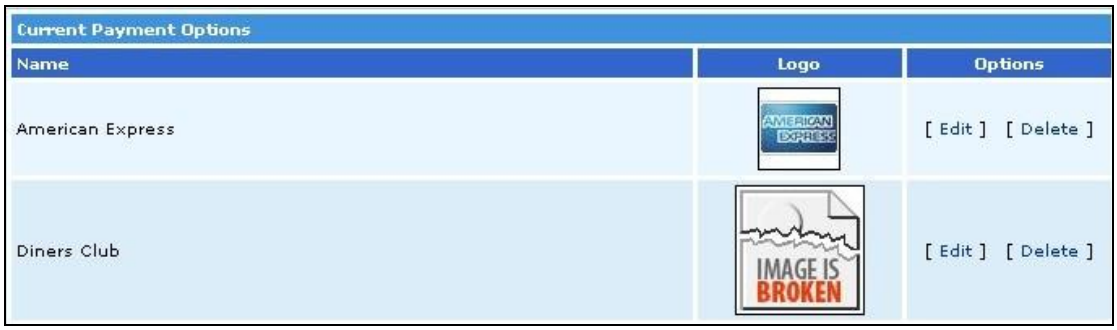
To add a new country or state/county, use the Add… field at the bottom of each page:

Edit Auction Durations Table

This page allows you to edit the choice of auction durations users are given:

Edit Payment Options Table

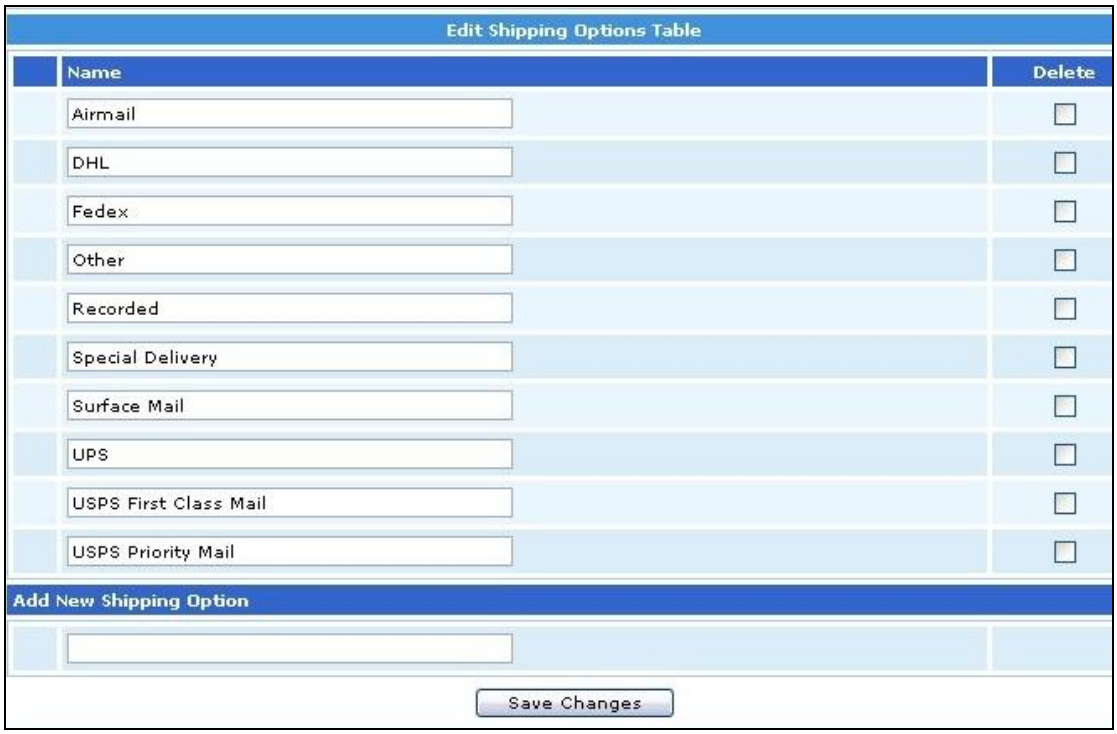
This page allows you to edit the choice of payment methods users are given:



Use the **Add New Payment Option** link at the bottom of the page to add a new payment option:

Edit Shipping Options Table

This page allows you to edit the choice of shipping options users are given by default:



Edit Bid Increments Table

This page allows you to edit the standard increments by which bids are increased:

It is configured by default to provide increments that gradually increase as bid values increase, as this is standard practice in most auction environments.

You can add additional increments and change or delete the existing increments.

Site Content

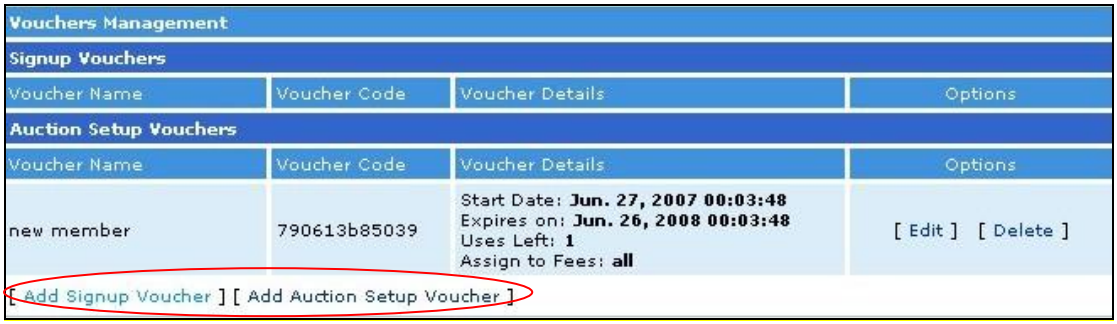
This section allows you to customise the non-auction site content to suit your business/organisation. You can also setup discount voucher schemes and advertising banners from this section.

Vouchers Management

This section allows you to setup and manage voucher schemes. These fall into two categories:

- New user signup vouchers
- Auction setup vouchers

These are typically used to provide modified fee profiles for users with vouchers.

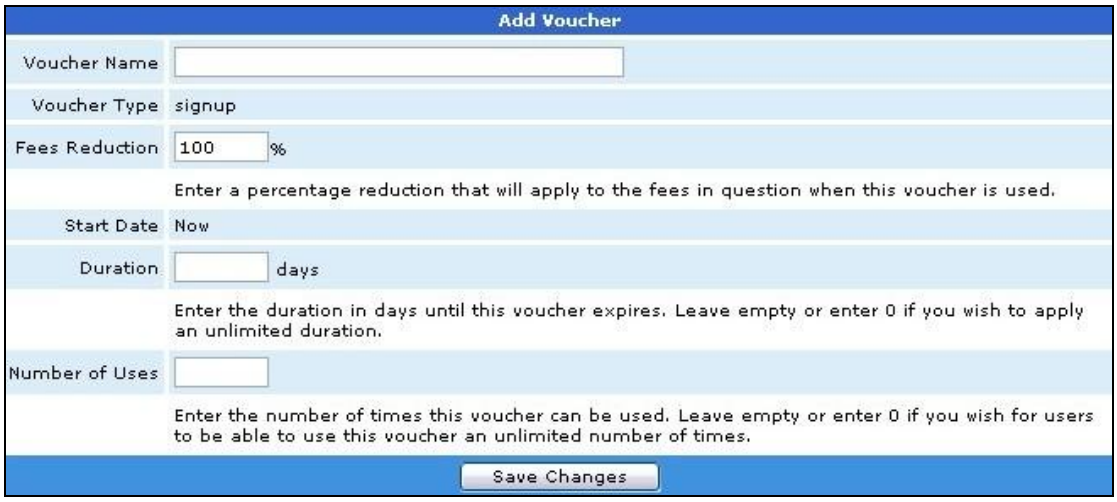


Click on either the **Add Signup Voucher** or the **Add Auction Setup Voucher** links at the bottom to create new vouchers.

Add Signup Voucher

When adding a signup voucher you will need to specify:

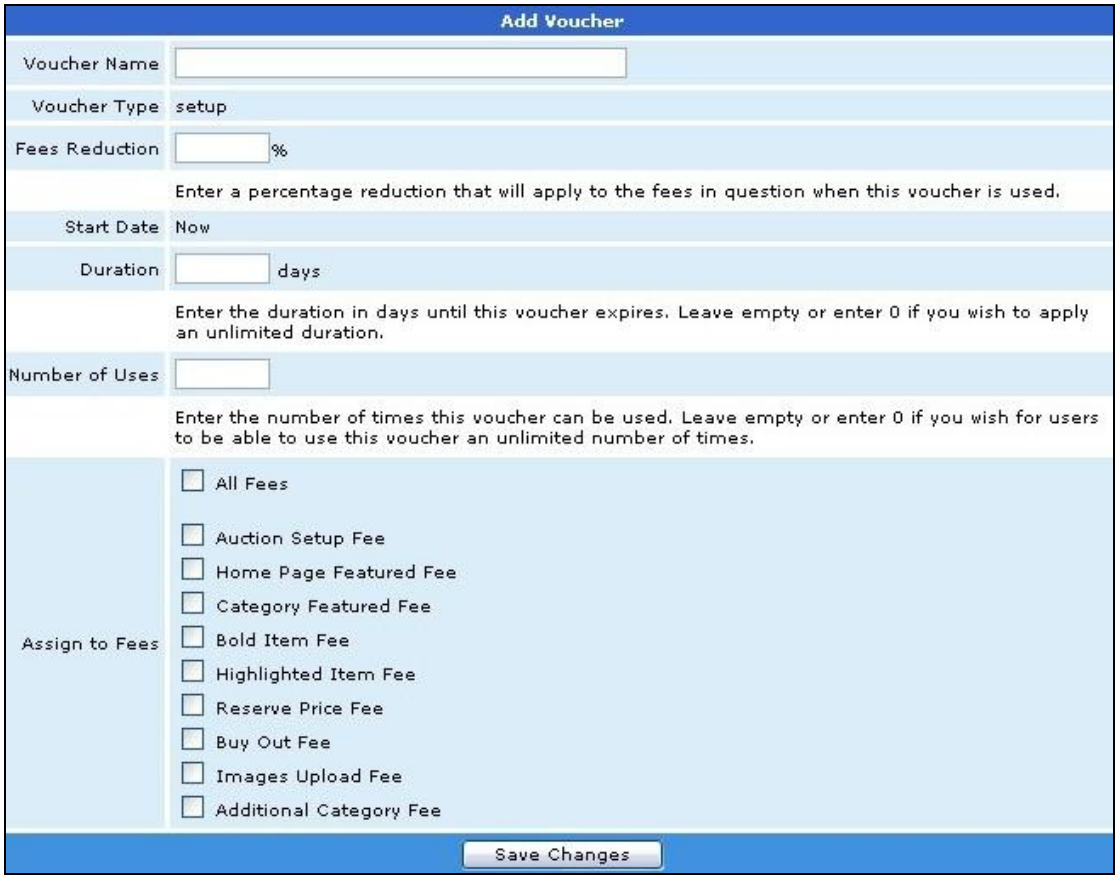
- Voucher Name
- % Fees Reduction
- Duration of voucher (following voucher creation)
- Number of uses


Add Voucher
Voucher Name
Voucher Type
signup
Fees Reduction
100
%
Enter a percentage reduction that will apply to the fees in question when this voucher is used.
Start Date
Now
Duration
days
Enter the duration in days until this voucher expires. Leave empty or enter 0 if you wish to apply an unlimited duration.
Number of Uses
Enter the number of times this voucher can be used. Leave empty or enter 0 if you wish for users to be able to use this voucher an unlimited number of times.
Save Changes

Add Auction Setup Voucher

To add a new auction setup voucher, you will need to specify:

- Voucher name
- % fees reduction
- Duration (following voucher creation)
- Number of uses (following initial use)
- Select which fees the discount should be applied to

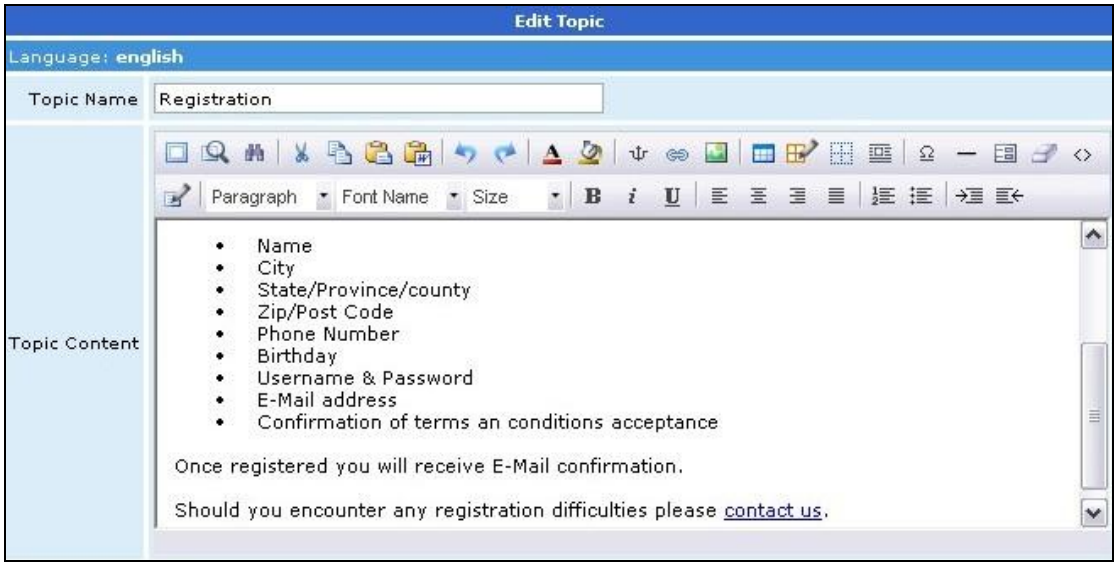

Add Voucher
Voucher Name
Voucher Type
setup
Fees Reduction
%
Enter a percentage reduction that will apply to the fees in question when this voucher is used.
Start Date
Now
Duration
days
Enter the duration in days until this voucher expires. Leave empty or enter 0 if you wish to apply an unlimited duration.
Number of Uses
Enter the number of times this voucher can be used. Leave empty or enter 0 if you wish for users to be able to use this voucher an unlimited number of times.
Assign to Fees
All Fees
Auction Setup Fee
Home Page Featured Fee
Category Featured Fee
Bold Item Fee
Highlighted Item Fee
Reserve Price Fee
Buy Out Fee
Images Upload Fee
Additional Category Fee
Save Changes

Edit Help Section

This section allows you to edit the contents of the site's main help pages:

To delete a help page, click on the **Delete** link next to it.

To edit a help page, click on the **Edit** link - this will take you to an editing screen:

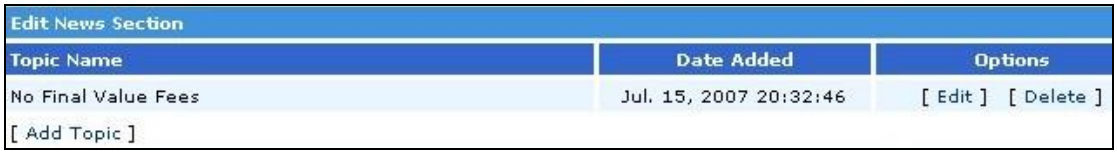


You can enter two versions of the help page - one in English and one in German (or another language, depending on your customizations).

Edit News Section

This section allows you to edit and create news topics, which are displayed in the Site News box on the home page:

To create a new news topic, click on the **Add Topic** link. This will take you to the Add Topic page:



You can enter two versions of the news topic - one in English and one in German (or another language, depending on your customizations).

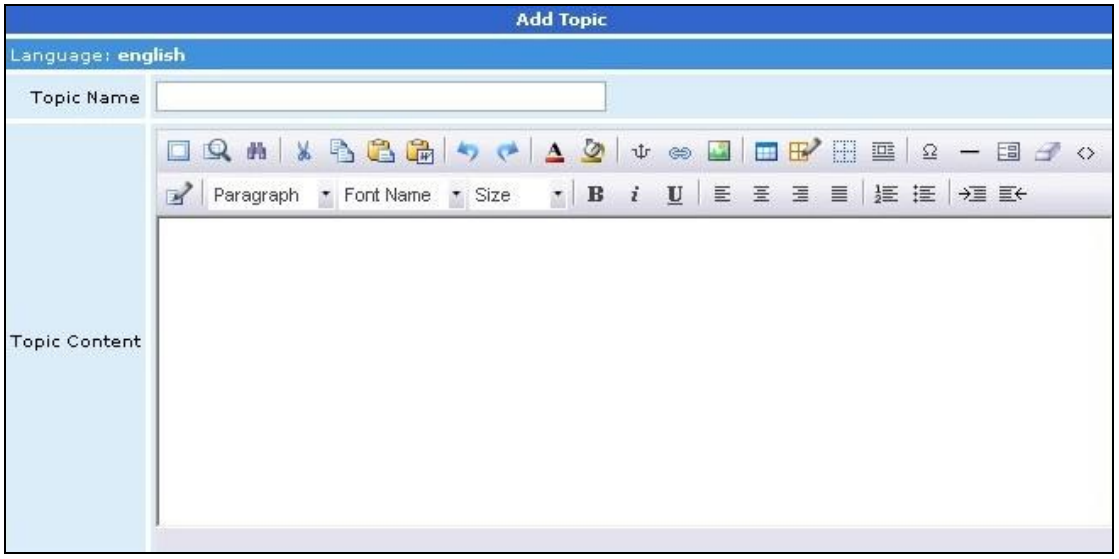
Edit FAQ Section

This section allows you to create and edit the questions on the FAQ page, which is accessible from the link at the bottom of all pages:

HOME | SELL | REGISTER | LOGIN | HELP | FAQ | SITE FEES | ABOUT US | CONTA
Copyright ©2006 test . All Rights Reserved. Designated trademarks and brands are the property c
Use of this Web site constitutes acceptance of the test TERMS & CONDITIC

To add a new FAQ entry, click on the **Add Topic** link:

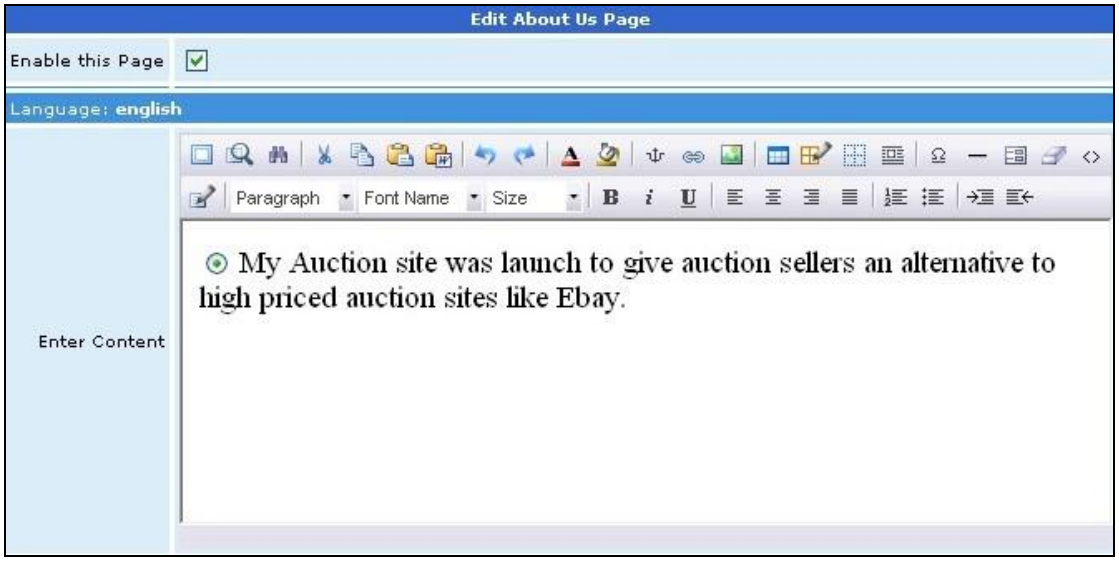
You will be taken to this page:



You can enter two versions of the FAQ topic - one in English and one in German (or another language, depending on your customizations).

Edit About Us Page

This section allows you to edit the site-wide About Us page:

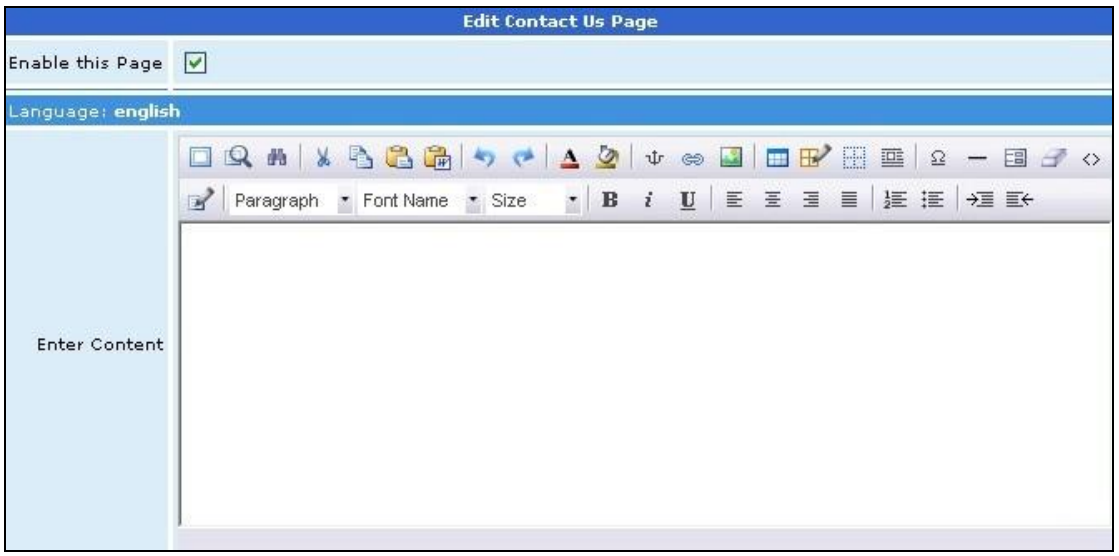

Edit About Us Page
Enable this Page
Language: english
Paragraph
Font Name
Size
My Auction site was launch to give auction sellers an alternative to high priced auction sites like Ebay.
Enter Content

You can enter two versions of the About Us page - one in English and one in German (or another language, depending on your customizations).

You can also disable this page using the check box at the top.

Edit Contact Us Page

This section allows you to edit the site-wide Contact Us page:

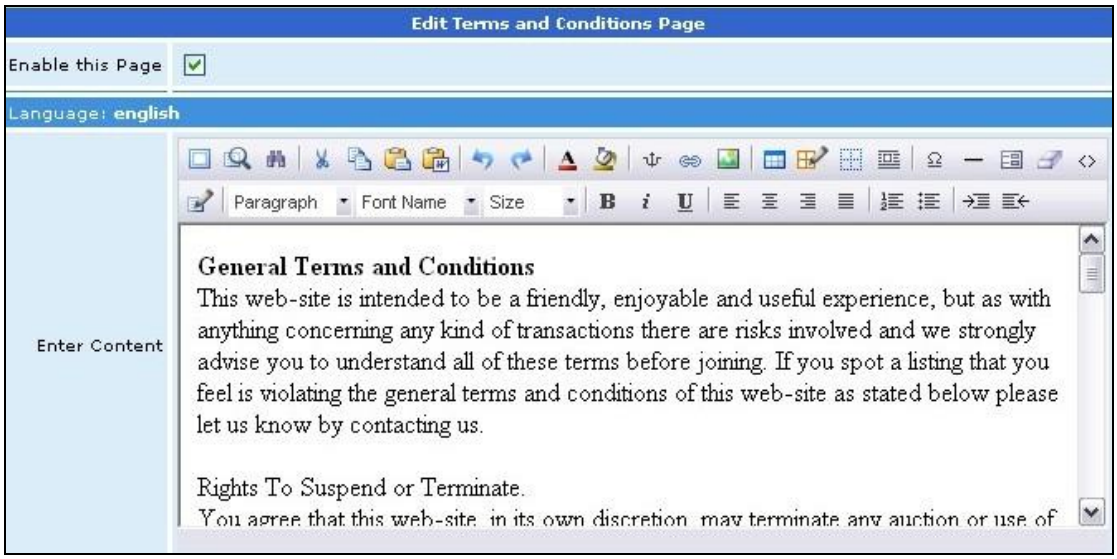


You can enter two versions of the Contact Us page - one in English and one in German (or another language, depending on your customizations).

You can also disable this page using the check box at the top.

Edit Terms and Conditions

This section allows you to edit the site-wide Terms and Conditions page:

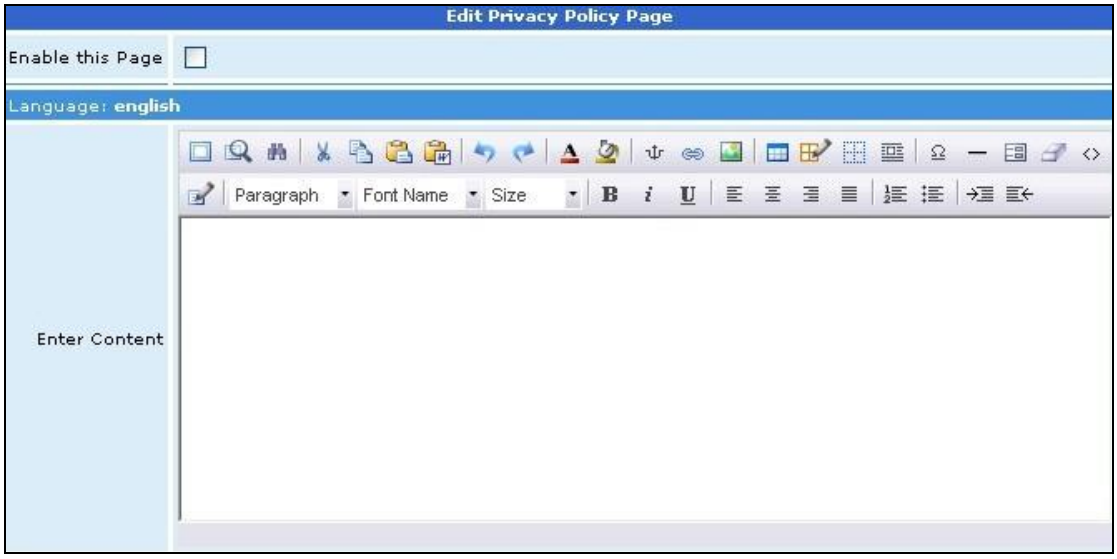

Edit Terms and Conditions Page
Enable this Page
Language: english
Paragraph
Font Name
Size
Enter Content
General Terms and Conditions
This web-site is intended to be a friendly, enjoyable and useful experience, but as with anything concerning any kind of transactions there are risks involved and we strongly advise you to understand all of these terms before joining. If you spot a listing that you feel is violating the general terms and conditions of this web-site as stated below please let us know by contacting us.
Rights To Suspend or Terminate.
You agree that this web-site, in its own discretion, may terminate any auction or use of

You can enter two versions of the Terms and Conditions page - one in English and one in German (or another language, depending on your customizations).

You can also disable this page using the check box at the top.

Edit Privacy Policy Page

This section allows you to edit the site-wide Privacy Policy page:



You can enter two versions of the Privacy Policy page - one in English and one in German (or another language, depending on your customizations).

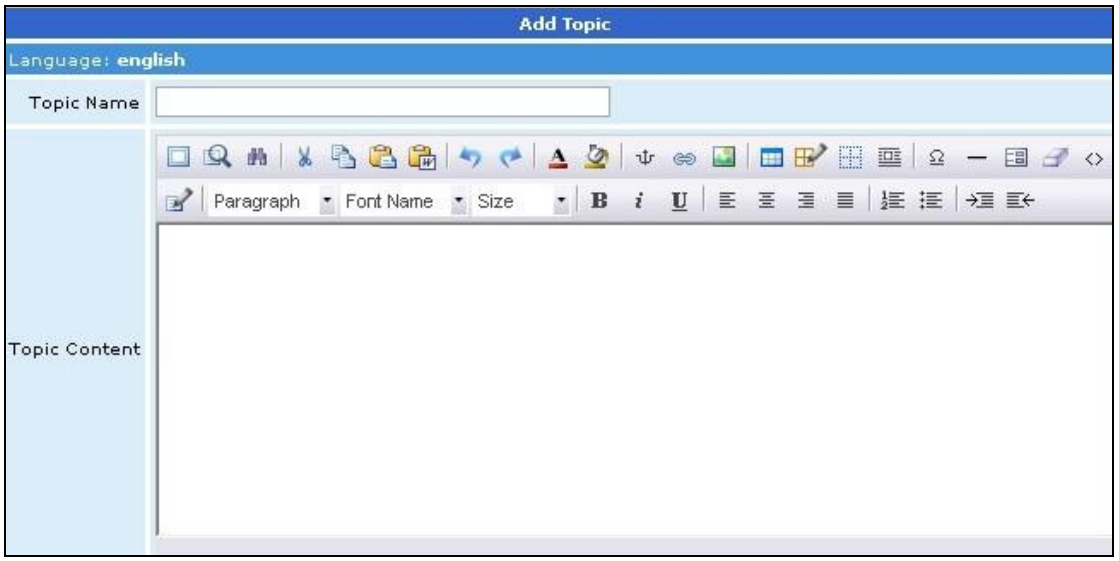
You can also disable this page using the check box at the top.

Custom Pages Management

This section allows you to create and edit custom pages. These are site-wide from the footer of the auction site - for example, **Advertise** is a custom page in this screenshot:

The Custom Pages Management screen looks like this:

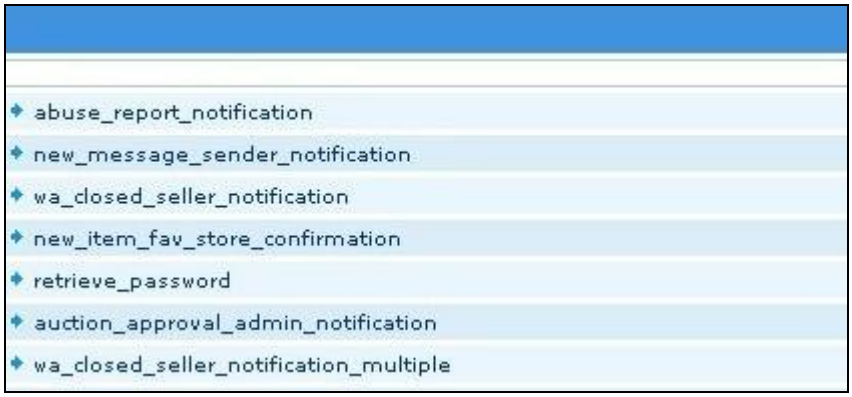
Clicking the **Add Topic** link will take you to the page entry screen:



You can enter two versions of your custom pages - one in English and one in German (or another language, depending on your customizations).

Edit System Emails

This section allows you to edit the contents of all system-generated emails:



Editing these emails requires some PHP and HTML knowledge. Here is an example of the editing interface:

english
Proceed
Selected File ../language/english/mails/abuse_report_notification.php [Change]
<?
Email File -> abuse report admin notification
if (!defined('INCLUDED')) { die("Access Denied"); }
$abuse_details = $db->get_sql_row("SELECT a.*, u.username FROM " . DB_PREFIX . "abuses a
LEFT JOIN " . DB_PREFIX . "users u ON a.user_id=u.user_id
WHERE a.abuse_id='" . $mail_input_id . "'");
$send = true; // always sent;
text message - editable
$text_message = 'A new abuse report was posted by %1$s regarding %2$s.
Abuse report comments: %3$s
Please check the Admin Area -> User Management -> View Abuse Reports page for more details.';
html message - editable
Note: For best results, please copy the code from the textarea above in your favorite php/html editor, make the changes there, and then paste the code back into the textarea.
Save Changes

Note: It is recommended that you edit code in an external PHP/HTML editor and then paste the finished code back into the **Edit System Emails** page.

Site Banners Management

This section allows you to configure site-wide banners which are displayed across the top of each page. Banners can be configured on a per-category basis and can be used for information, advertising or simply linking to another site:

When setting up a new banner, you will need to specify:

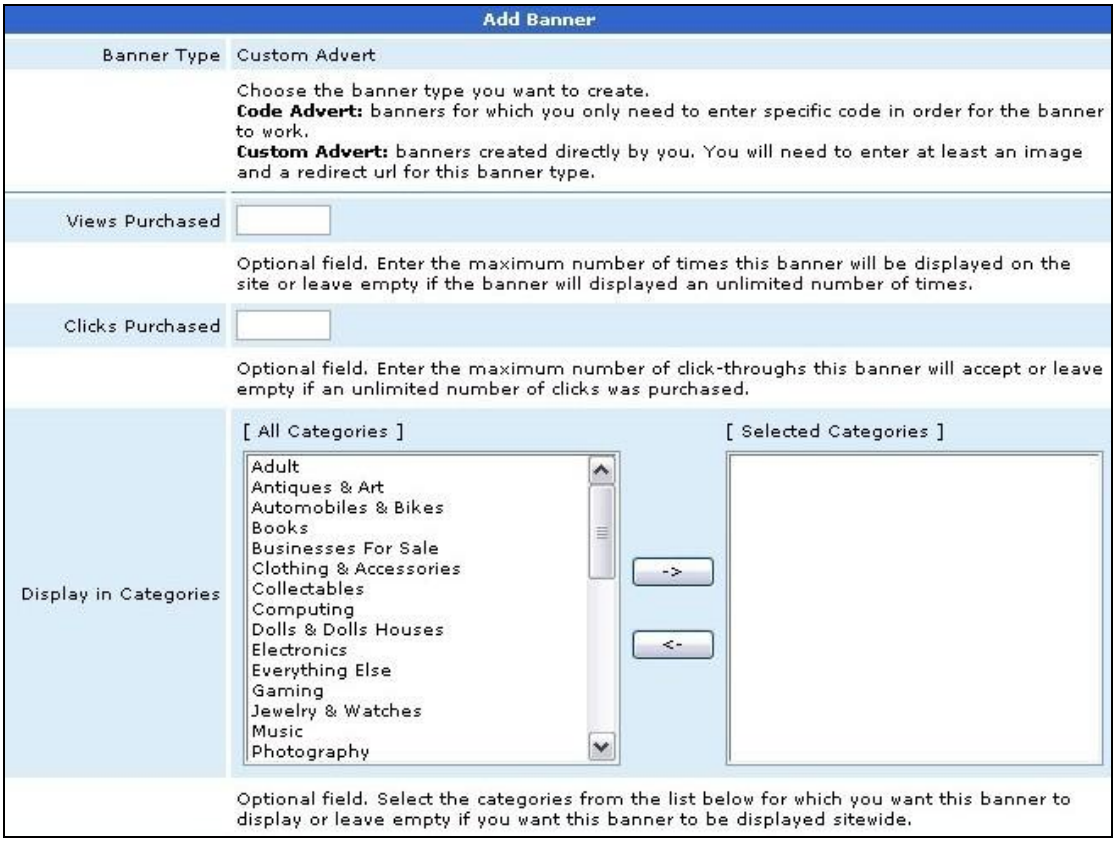
1. Type of banner - custom created or based on a piece of code provided to you by your advertising company, etc:

Add Banner
Banner Type
Select Banner Type ->
Choose the banner type you want to create.
Code Advert: banners for which you only need to enter specific code in order for the banner to work.
Custom Advert: banners created directly by you. You will need to enter at least an image and a redirect url for this banner type.

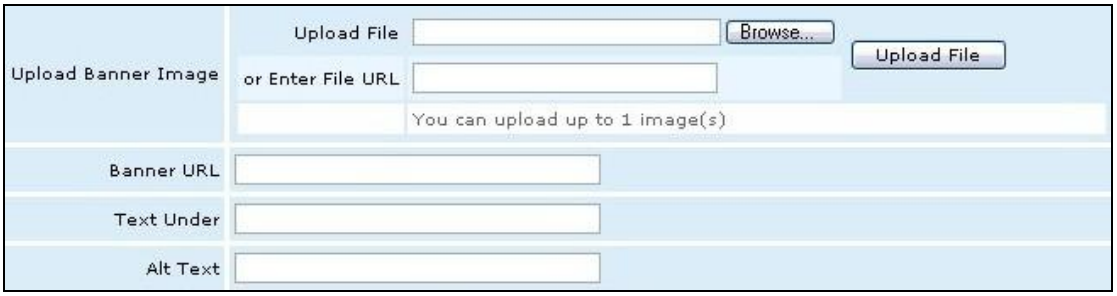
2. In either case, you will then need to specify which categories the banner should be displayed for and how many views have been purchased (i.e. how many times it should be shown).

   If you want it to be shown an unlimited number of times, just enter 0 into the **Views Purchased** field.

   For custom banners, you will also have the option of specifying a maximum number of clickthroughs (clicks) from the banner:


Add Banner
Banner Type
Custom Advert
Choose the banner type you want to create.
Code Advert: banners for which you only need to enter specific code in order for the banner to work.
Custom Advert: banners created directly by you. You will need to enter at least an image and a redirect url for this banner type.
Views Purchased
Optional field. Enter the maximum number of times this banner will be displayed on the site or leave empty if the banner will displayed an unlimited number of times.
Clicks Purchased
Optional field. Enter the maximum number of click-throughs this banner will accept or leave empty if an unlimited number of clicks was purchased.
Display in Categories
[All Categories]
[Selected Categories]
Adult
Antiques & Art
Automobiles & Bikes
Books
Businesses For Sale
Clothing & Accessories
Collectables
Computing
Dolls & Dolls Houses
Electronics
Everything Else
Gaming
Jewelry & Watches
Music
Photography
->
<-
Optional field. Select the categories from the list below for which you want this banner to display or leave empty if you want this banner to be displayed sitewide.

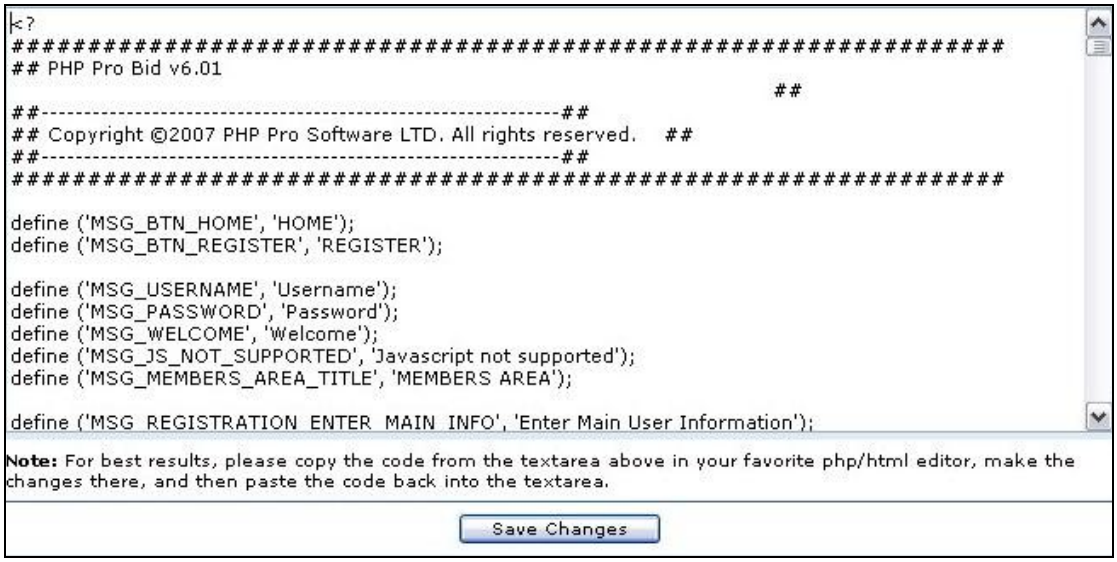
3. For a custom banner, you will also need to specify the banner URL, image URL and alt text for the banner.



You can also edit or delete existing banners from this page.

Edit Site Language Files

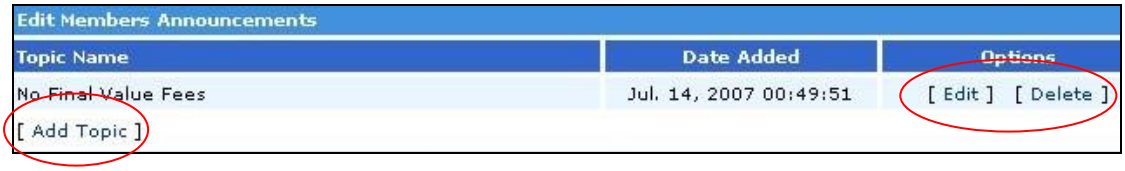
This page allows you to edit the contents of the standard messages used throughout the auction site - for example, confirmation messages following a successful action:


<?
PHP Pro Bid v6.01
##
Copyright ©2007 PHP Pro Software LTD. All rights reserved.
define ('MSG_BTN_HOME', 'HOME');
define ('MSG_BTN_REGISTER', 'REGISTER');
define ('MSG_USERNAME', 'Username');
define ('MSG_PASSWORD', 'Password');
define ('MSG_WELCOME', 'Welcome');
define ('MSG_JS_NOT_SUPPORTED', 'Javascript not supported');
define ('MSG_MEMBERS_AREA_TITLE', 'MEMBERS AREA');
define ('MSG_REGISTRATION_ENTER_MAIN_INFO', 'Enter Main User Information');
Note: For best results, please copy the code from the textarea above in your favorite php/html editor, make the changes there, and then paste the code back into the textarea.
Save Changes

Edit Members Announcements

This section allows you to create and edit the notices that appear in the Members Announcements box, shown in the top left when users login to the auction site:

Use the **Add Topic** link to add a new topic:



Members' Announcements can be deleted or edited using the links on the right-hand side.

Users Management

This section allows you to manage users' accounts and perform a wide range of user administration tasks.

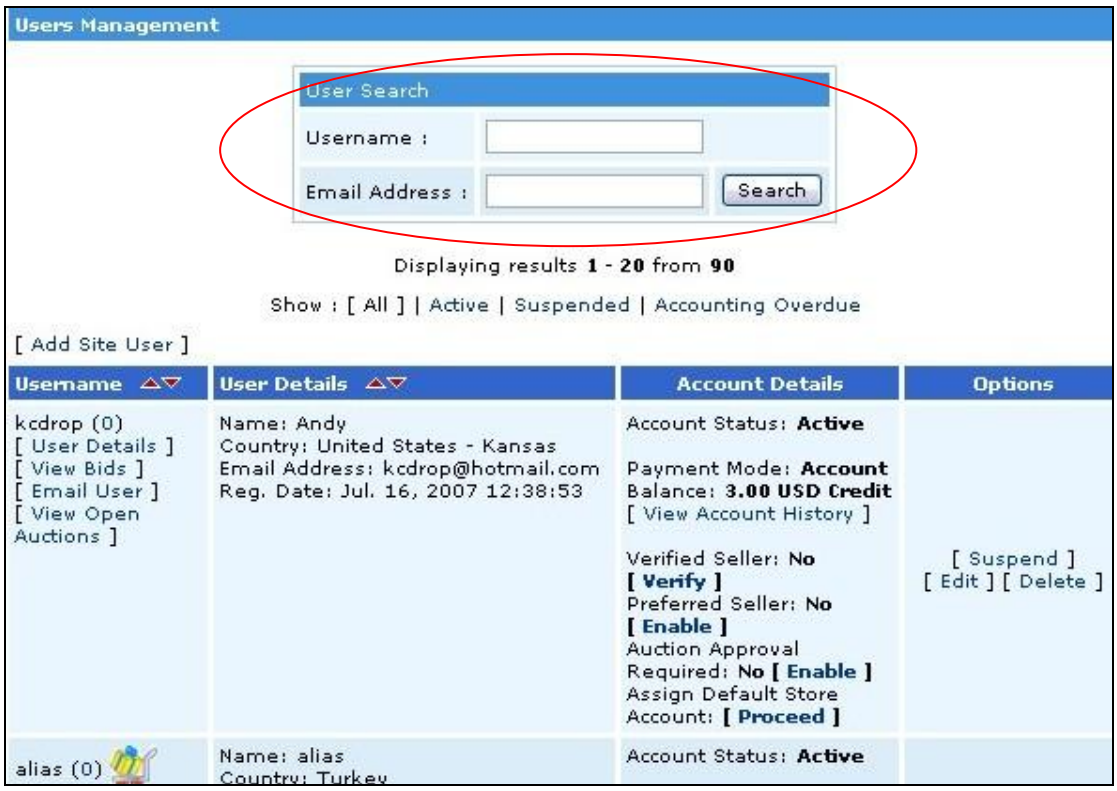
Admin Users

This page allows you to add, edit and delete admin users:

When you click the **Add Admin User** link you will be taken to the new admin user page. As well as a username and password, you will need to choose between Super Admin (full access) and Superuser (limited access) roles for your new user:

Users Management

This page allows you to view, edit, suspend and create user accounts:



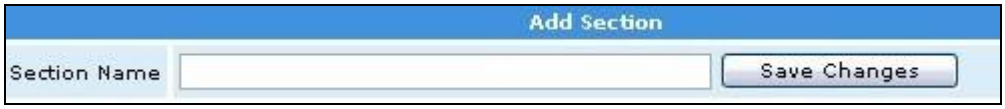
You can filter the view to see only **Active**, **Suspended** or **Accounting Overdue** users. You can also search for users by username or email address, using the **User Search** facility highlighted above.

Custom Registration Fields Setup

This section allows you to add custom fields to the registration form:

Click on the **Add Field** link to add a new field:

You can also add new sections using the **Add Section** link:



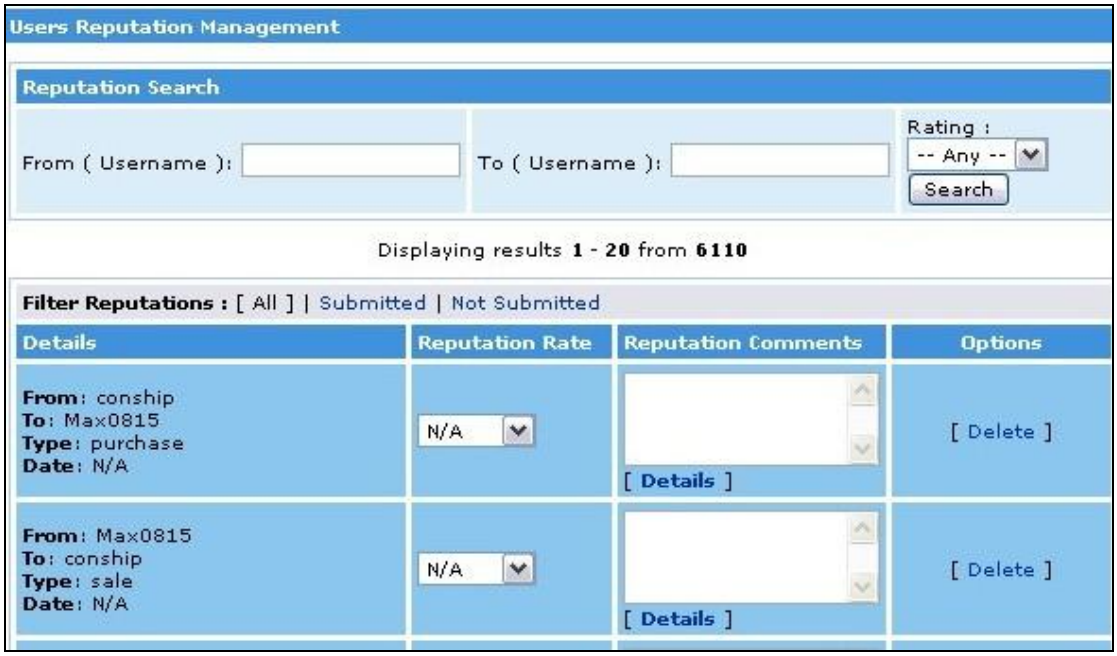
Login As Site User

This page allows an administrator to login to the site as any user. You need to specify the username you wish to login as along with your admin username and password:

Users Reputation Management

This page allows you to view user reputation comments and ratings for all transactions. You can also make changes to both comments and tick ratings for each transaction.

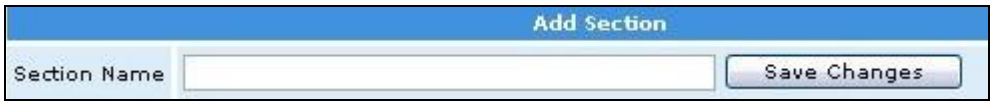
Reputations can be searched by username and filtered by **Submitted** or **Not Submitted**:



Custom Reputation Fields Setup (Sale)

This section allows you to add custom fields to the reputation comment form users fill in after a sale:

You can add new sections:



And new fields:

Custom Reputation Fields Setup (Purchase)

This section allows you to add custom fields to the reputation comment form users fill in after a purchase:

You can add new sections to the form:

And new fields:

Send Registration Activation Emails

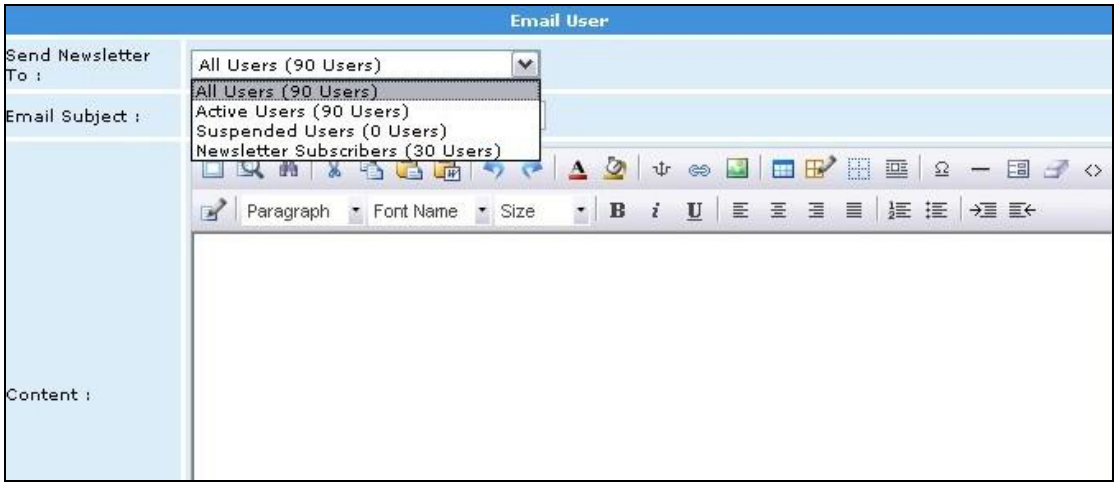
This page contains a button allowing you to resend registration activation emails to all partially-registered users; those who have signed up but not clicked on the link in their confirmation emails to activate their user accounts.

Send Registration Activation Emails
Click on the "Proceed" button below to resend the proper activation emails to all unverified users that are registered to the site.
Proceed

Send Newsletter

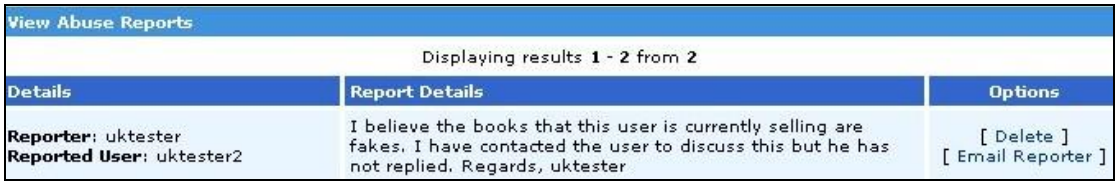
This page allows you to write and send an email newsletter to your choice of:

- All users
- All active users
- All suspended users
- All newsletter subscribers



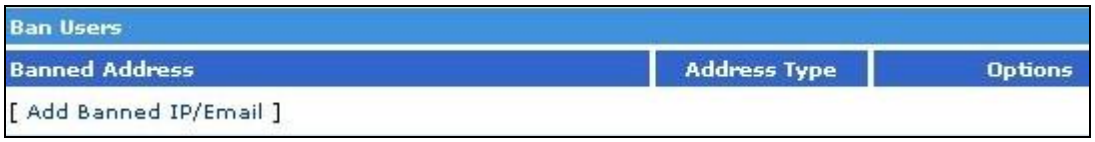
View Abuse Reports

This page allows you to view all current Abuse Reports and to send emails to the users who reported the abuse:


View Abuse Reports
Displaying results 1 - 2 from 2
Details
Report Details
Options
Reporter: uktester
Reported User: uktester2
I believe the books that this user is currently selling are fakes. I have contacted the user to discuss this but he has not replied. Regards, uktester
[Delete]
[Email Reporter]

Ban Users

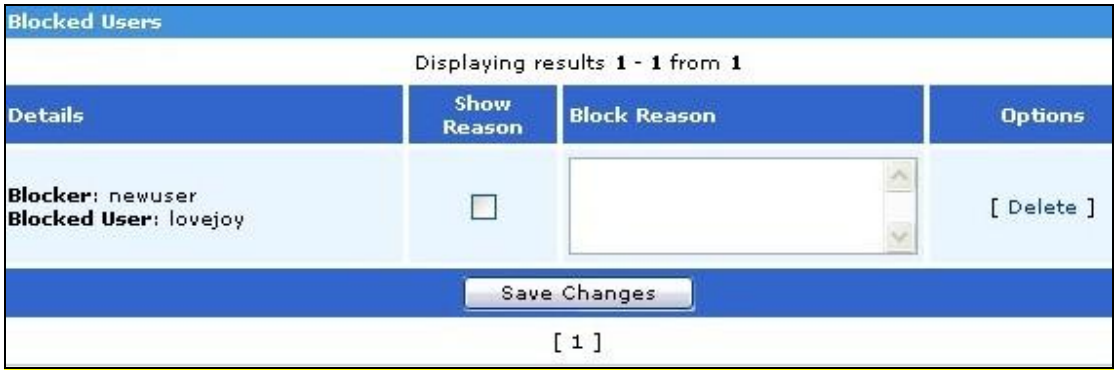
This page allows you to ban users by either their IP address or their email address:



When you click on **Add Banned IP/Email**, the pull-down menu allows you to choose between specifying an IP address and an email address:

Blocked Users

The Blocked Users page provides you with a list of all banned users:



Auctions Management

This section allows you to access a variety of auction-related options.

Open Auctions

This page provides details of all currently open auctions:

You can search through the auctions using the **Auction Search** facility at the top of the page - searches can use either auction keywords or the Auction ID.

You can **View**, **Suspend**, or **Delete** each auction.

Closed Auctions

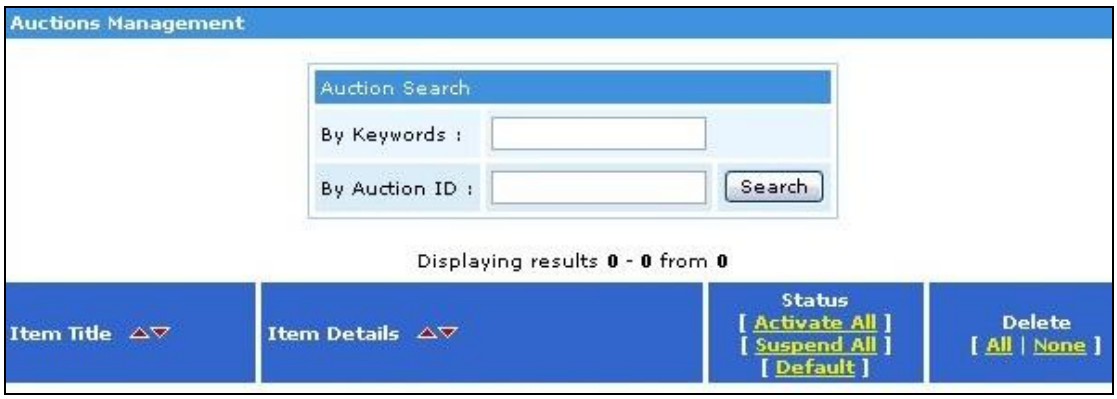
This page provides details of all closed auctions:

You can search through the auctions using the **Auction Search** facility at the top of the page - searches can use either auction keywords or the Auction ID.

You can **View**, **Suspend**, or **Delete** each auction.

Unstarted Auctions

This page provides details of all unstarted auctions - auctions that have been scheduled for later or saved as drafts.



You can search through the auctions using the **Auction Search** facility at the top of the page - searches can use either auction keywords or the Auction ID.

You can **View**, **Suspend**, or **Delete** each auction.

Suspended Auctions

This page provides details of all suspended auctions:

You can search through the auctions using the **Auction Search** facility at the top of the page - searches can use either auction keywords or the Auction ID.

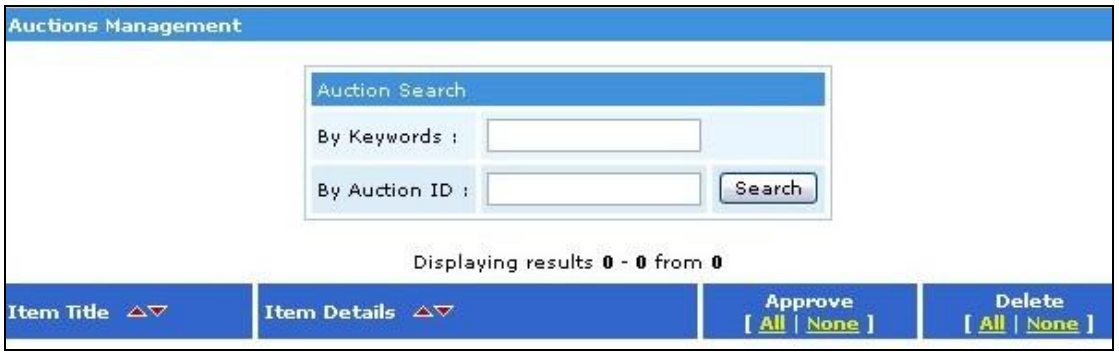
You can **View**, **Suspend**, or **Delete** each auction.

Sold Items

This page provides details of all sold items:

Auctions Awaiting Approval

This page provides details of all auctions awaiting approval:



You can search through the auctions using the **Auction Search** facility at the top of the page - searches can use either auction keywords or the Auction ID.

You can **Approve** or **Delete** each auction.

Custom Auction Fields Management

This page allows you to add additional fields and sections to the standard auction listing form:

You can specify what order the custom fields should be displayed in using the **Order ID** - the field numbered 0 will be displayed first and the field with the highest **Order ID** will be displayed last.

Wanted Ads Management

This page provides details of all active Wanted Ads. You can **View**, **Activate**, **Suspend** or **Delete** each ad:

Wanted Ads can be searched using ad keywords or the Wanted Ad ID.

Custom Wanted Ad Fields Management

This page allows you to add custom fields to the Wanted Ads listing form:

You can also add new sections to the form.

User Messages Management

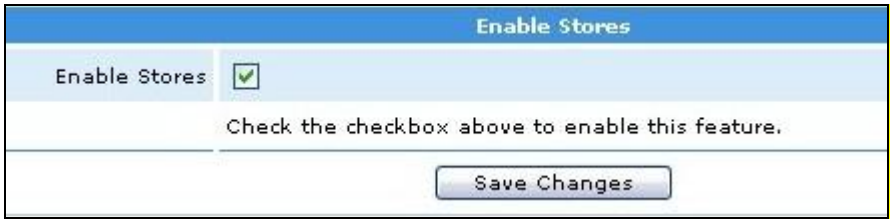
This page allows you to view and delete user messages relating to auctions (open and closed):

Stores Management

This section contains options relating to users' stores.

Enable Stores

This option allows you to completely enable or disable user stores.



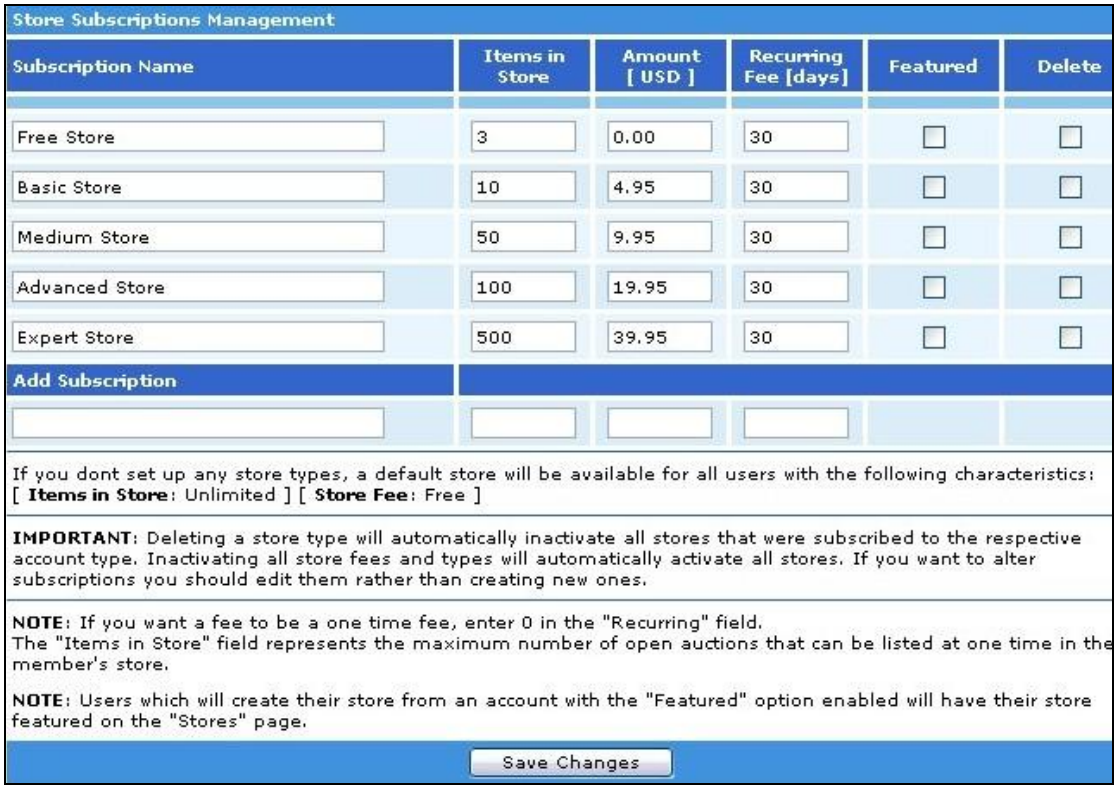
Store Subscriptions Management

This page allows you to configure the subscription options for store subscriptions.

You can control:

- Number of items permitted in each store
- Store fee
- Recurring fee period

You can also set certain subscription levels to be featured and can create and delete subscription levels:


Store Subscriptions Management
Subscription Name
Items in Store
Amount [USD]
Recurring Fee [days]
Featured
Delete
Free Store
3
0.00
30
Basic Store
10
4.95
30
Medium Store
50
9.95
30
Advanced Store
100
19.95
30
Expert Store
500
39.95
30
Add Subscription
If you dont set up any store types, a default store will be available for all users with the following characteristics: [Items in Store: Unlimited] [Store Fee: Free]
IMPORTANT: Deleting a store type will automatically inactivate all stores that were subscribed to the respective account type. Inactivating all store fees and types will automatically activate all stores. If you want to alter subscriptions you should edit them rather than creating new ones.
NOTE: If you want a fee to be a one time fee, enter 0 in the "Recurring" field.
The "Items in Store" field represents the maximum number of open auctions that can be listed at one time in the member's store.
NOTE: Users which will create their store from an account with the "Featured" option enabled will have their store featured on the "Stores" page.
Save Changes

Stores Management

This page provides details of all current store subscriptions, on a user-by-user basis.

Stores Management
User Search
Username :
Search
Displaying results 1 - 20 from 38
Show : [All] | Active | Suspended | Default Account
Username
Store Details
Options
alias
Account Type: [Medium Store] 50 items, Price: 9.95 USD, recurring every 30 days
Last Subscription Payment: Jul. 16, 2007 10:30:08
Next Subscription Payment: Aug. 15, 2007 10:30:08
Total Items Listed: 0
Remaining Items: 50
[Assign Default Account]
[Suspend Store]

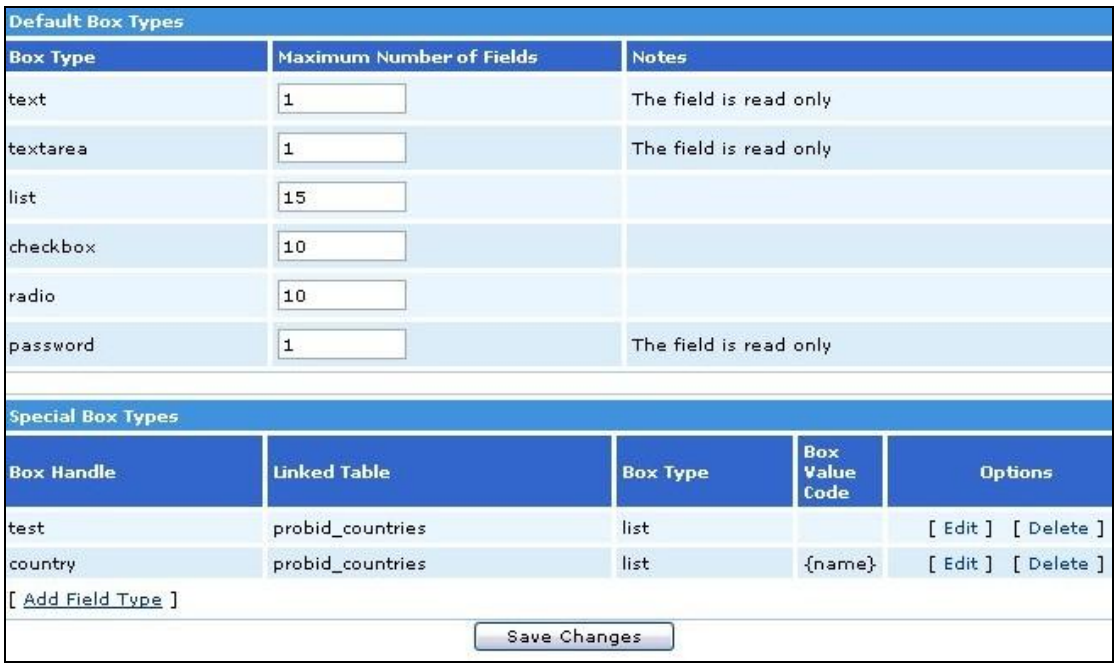
Stores can be suspended or reset to the default (free) subscription level.

Custom Fields Setup

This section contains options relating to Custom Fields.

Set Up Box Types

This page allows you to define the different types of fields that can be added to customized forms:



Categories

This section contains options relating to item categories.

Edit Categories

This section allows you to edit and delete existing categories and create new ones:

Click on the **Edit Options for this Category** link to edit category attributes:

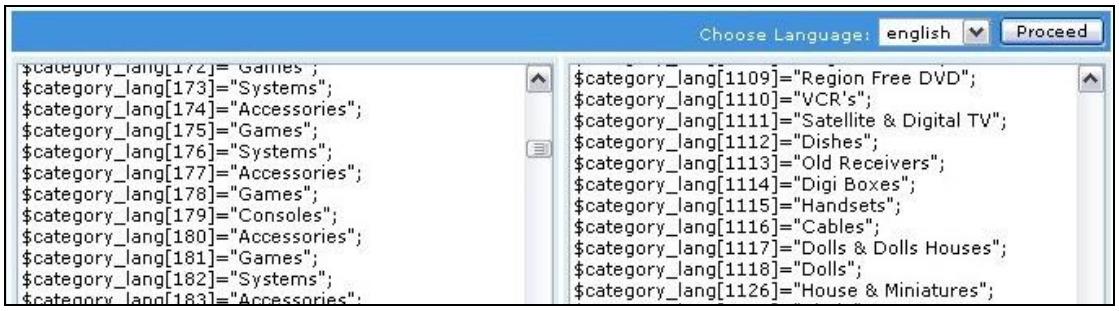
It is also possible to edit the sub-categories mappings by clicking on the icon.

Finally, if any categories have been added or deleted, the **Generate Categories** facility should be run:

Save Changes
Generate Categories
NOTE: The subcategories generator must be run only when categories are added or deleted, and not when they are updated.

Edit Category Language Files

This page allows you to change the text assigned to all categories and sub-categories:



The left-hand panel is read-only and the right-hand panel is for editing.

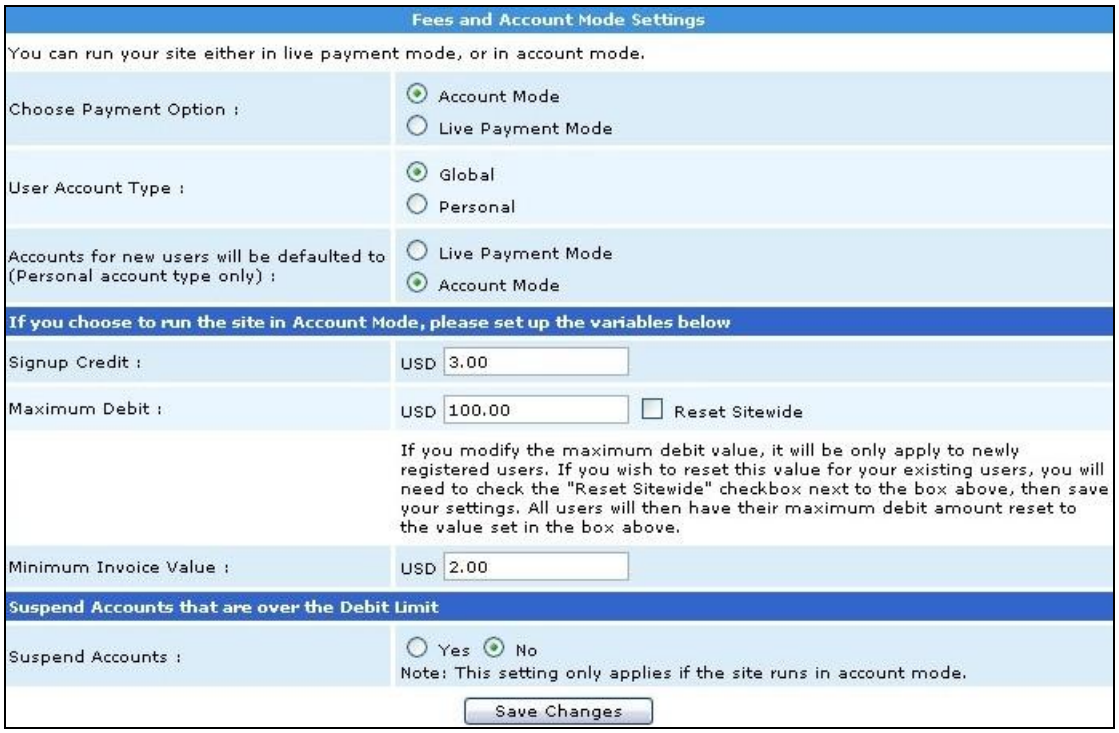
Fees

This section provides a range of options relating to user fees and payment gateways.

Main Settings

There are two payment modes available in PHP Pro Bid - live payment mode and account payment mode.

Live payment requires direct payment of fees when transactions take place - account payment mode allows for monthly billing of fees to users.


Fees and Account Mode Settings
You can run your site either in live payment mode, or in account mode.
Choose Payment Option :
Account Mode
Live Payment Mode
User Account Type :
Global
Personal
Accounts for new users will be defaulted to (Personal account type only) :
Live Payment Mode
Account Mode
If you choose to run the site in Account Mode, please set up the variables below
Signup Credit :
USD 3.00
Maximum Debit :
USD 100.00
Reset Sitewide
If you modify the maximum debit value, it will be only apply to newly registered users. If you wish to reset this value for your existing users, you will need to check the "Reset Sitewide" checkbox next to the box above, then save your settings. All users will then have their maximum debit amount reset to the value set in the box above.
Minimum Invoice Value :
USD 2.00
Suspend Accounts that are over the Debit Limit
Suspend Accounts :
Yes
No
Note: This setting only applies if the site runs in account mode.
Save Changes

Option	Description
Choose Payment Option	Choose between account mode and live payment mode for all user fees.
User Account Type	Setting the User Account Type to Global will force all user accounts to operate in either live payment or account mode, according to your choice of Payment Option. By setting User Account Type to Personal, you can choose between live payment and account payment for each new account that is created. This can be useful - for example, business sellers can be granted

	account facilities while personal sellers must use live payment.
Accounts for new users will be defaulted to (personal account type only)	Choose the default payment mode for new personal accounts (payment modes can be changed after an account has been created).
Account Mode Settings	
Signup Credit	Specify a default credit to be applied to each new account.
Maximum Debit	Specify a maximum debit amount - this is the account's credit limit, beyond which users will receive warnings about their maximum debit having been reached, and will optionally have their accounts suspended.
Minimum Invoice Value	Specify a minimum invoice value. This is designed to prevent transaction costs that might exceed the invoice amount.
Suspend Accounts That Are Over The Debit Limit	
Suspend Account	Specify whether a user's account should be suspended if their account goes over the debit limit.

Payment Gateways Setup

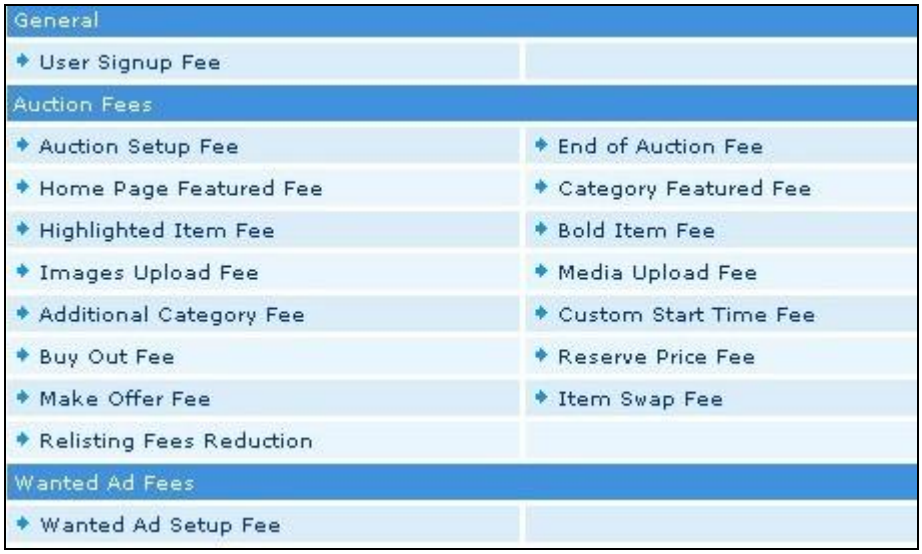
This page allows you to enable, disable and configure the various payment gateways that are available:

Fees Management

This section allows you to configure all user fees.

The pull-down list provides a choice of default or category-specific fee structures. Choose the fees you would like to edit then click **Proceed**:

You can then edit each individual fee's attributes by clicking on it's name:



Each fee has an editable pricing structure - this example shows the Auction Setup Fee structure:

Currency Settings

This section allows you to configure a default currency and to then setup the exchange rate between the default currency and all other accepted currencies.

Currencies can be added and removed from this list, too:

Accounting

This section contains reporting facilities providing details of invoicing and overdue accounts.

Overview

This section provides a reporting tool allowing you to run reports on invoicing activity within a specified period.

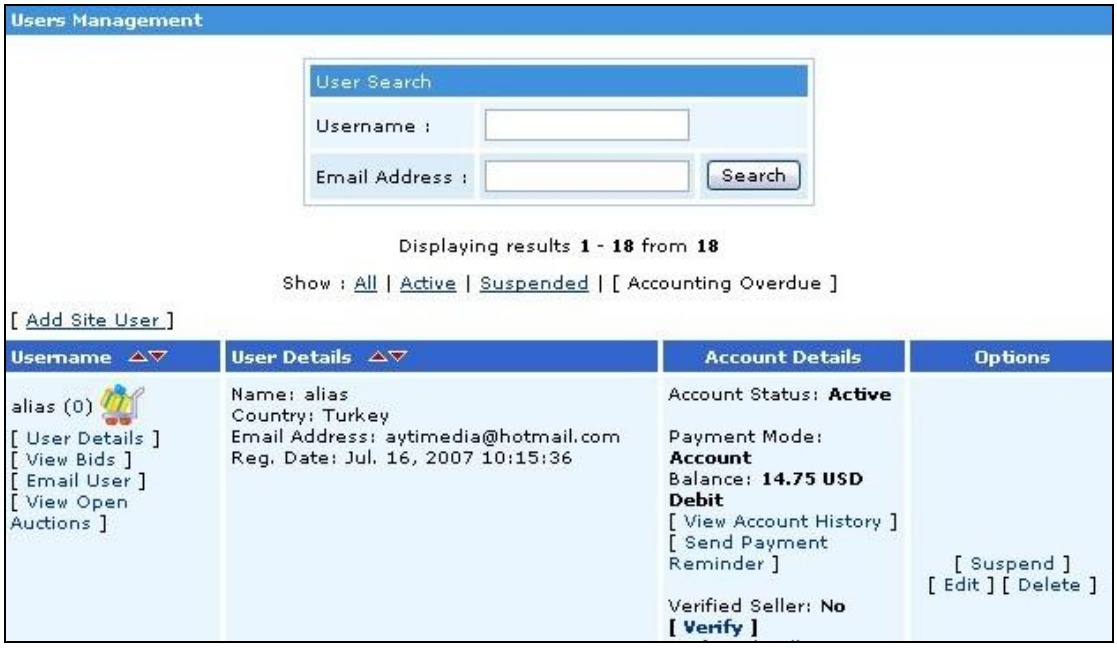
The report lists totals and individual invoices for the period queried and each individual invoice is accessible directly from the report.

To run a report, just select the dates/reporting period you would like:

Then click **Proceed**.

Overdue Clients (Account Mode Only)

This page provides details of all users with overdue accounts. Each account can be viewed, suspended, edited or deleted.



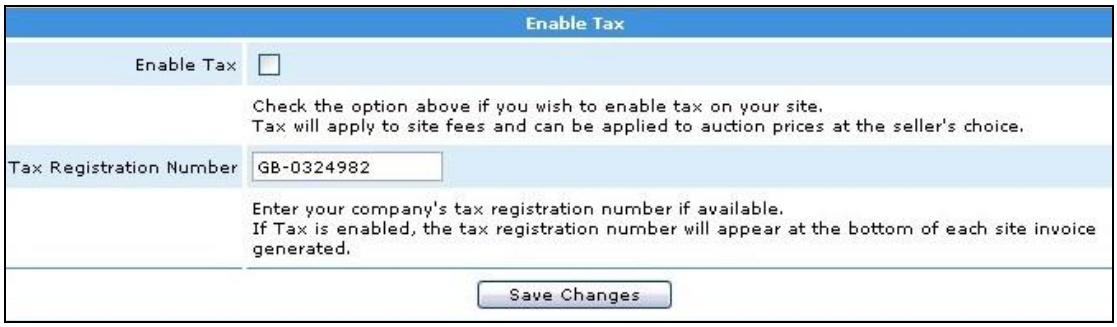
Tax Settings

This section contains options relating to applying taxes to site fees and auction prices.

Enable Tax

This section allows you to configure tax settings for your site so that any applicable taxes in your jurisdiction are applied to all invoice totals.

Taxes will automatically be applied to site fees and can be applied to auction prices at the seller's choice.

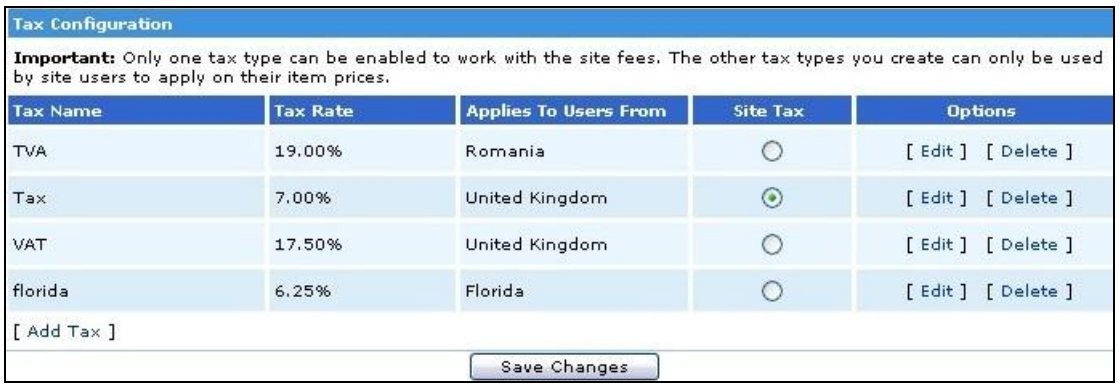

Enable Tax
Enable Tax
Check the option above if you wish to enable tax on your site.
Tax will apply to site fees and can be applied to auction prices at the seller's choice.
Tax Registration Number
GB-0324982
Enter your company's tax registration number if available.
If Tax is enabled, the tax registration number will appear at the bottom of each site invoice generated.
Save Changes

Note that only one tax type can be configured to apply to site fees. Multiple tax types can be configured to apply to auction prices - see **Tax Configuration**.

Tax Configuration

While only one type of tax can be configured to apply to site fees, multiples taxes can be configured for application to auction prices.

This section allows you to create geographically-defined taxes, so that sellers from different countries can apply their local taxes to auction prices.



Taxes can be added, edited or deleted from this page.

Tools

This section contains a number of tools that may aid the management of your auction site.

Word Filter

This page allows you to create and administer a list of words that will be blocked/deleted from use in auction listings and messages.

This is typically used to prevent the use of obscenities and terms of racial or sexual abuse.

Block Free Email Accounts

Free email accounts are often used for spam and negative activity. Depending on the nature of your site, it may be useful to prevent people using free email accounts from registering with the site.

This page allows you to specify a list of free email domains, preventing anyone signing-up using email addresses on these domains.

Currency Converter

This is an external link to the Xe.com online currency conversion site. This can be used for checking and updating your site's currency conversion rates.

Support

This provides access to the PHP Pro Bid support desk and to this user manual.

Support Desk

Access the PHP Pro Bid Support Desk.

PHP Pro Bid Manual

Access this manual.